

Laughton-en-le-Morthen

Parish Council

(Ordinary Meeting 10th June 2015)

Present: Councillors Mr T Stanway (Chairperson), Mr P Lilleker (Vice-Chairperson), Mr G Price, Mrs J Leaning, Mr R Thrower and the Clerk, Caroline Havenhand. In attendance: retiring clerk, Martin Gourley; Ann Mitchell, LVHMC Chairperson & Parishioners: Mrs Jean Robinson, Mr P Green. Apologies for Absence: Councillor Simon Johnson.



At the beginning of the meeting a demonstration of the new defibrillator was held.

34. Recording of Meetings – Adoption of New Rules.

The Parish Council confirmed adoption of the new rules as recommended by YLCA 23RD May 2015.

The adoption of these was proposed by Councillor U and seconded by Councillor X, all agreed. These new rules will now form Appendix 1 to the Standing Orders – Point 24.

- The Appendix is uploaded onto the Parish Council Website
- The notice that goes on the notice boards to let parishioners know about meetings will state – The Management of Recording of meetings of Laughton-en-le-Morthen Parish Council is on our website at <http://laughtonparishcouncil.org.uk/>
- At the beginning of the meeting the Chairperson will verbally remind the meeting and all present of the freedom to record the meeting and ask if anyone intends to do so. If anyone wishes to record the meeting they will be handed a copy of the rules/guidance in this respect. The Chairperson should also encourage 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.

Resolved – Clerk amended standing order, meeting notice and web site.

35. Apologies

Councillor Z sent his apologies

36. Open Forum for Parishioners in Attendance

Mrs Jean Robinson raised her concerns that children playing on the recreational grounds were building Dens and taking a portable barbeque into them suggested this was a danger and that a Camera should be installed to monitor this.

There was a general discussion as another resident had also complained about the children playing – see later (Parishioner's verbal requests).

CCTV on the area was not seen as a solution as there is nobody to watch it 24/7 so it would not prevent any incident. The Chairman point out that contact details for the Parish Council are on the website. If a resident is concerned about something that is happening on the recreational ground then he is happy to be contacted.

Alternative views were put as to the fact that the Recreational Ground is meant for children to play and that building Den's is part of that. Concern was also raised that children have reported residents being abusive and that this is not acceptable.

Many of the trees and bushes in the corner of the field had self –set and it was felt that clearing the area would help the situation. **Resolved, Area to be cleared of Trees and Bushes – proposed Councillor X, seconded Councillor V and all agreed. (See item 40iii)**

At this point The Chairman thanked parishioners that had turned out to do the litter pick on the recreational ground. He mentioned that it had been disappointing that more than 600 Newsletters had been sent out and only a handful of people had turned out to help. The Parish Council hope to do a further litter pick later in the year, when the vegetation has died back, and hope that the response will be better.

37. Minutes of the meeting held on 20th May 2015

The minutes were accepted as a true and accurate record.

38. Declaration of Prejudicial & Pecuniary Interests

None declared.

39. Matters Arising from the Minutes

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

40. Parishioner’s Written Requests/Verbal Requests

A councillor has received a complaint from a Mrs. Evason that children are playing on the recreation ground at the back of her house and that they are being a nuisance. It is where we recently dismantled a den and then removed the rubbish that was left. See also above (36. Open Forum). **Resolved – Trees to be felled to clear area and discourage Den building in that part of the Recreational Ground. (See later 41iii)**

Mrs Hicks has complained about branches that have fallen onto the her garden from trees in the Recreational ground. **Resolved – Trees to be felled to clear area and discourage Den building In that part of the recreational ground. (See later 41iii)**

41. Items under Review

A) Recreation Ground

i) Playground- Recent inspection findings

The play equipment was last inspected by RMBC on 1st June 2015.

- Low risk. CushionFall needs raking to fluff it up. It was last topped up in May 2014 at a cost of £1,300. **Resolved. It was proposed by Councillor Y that the CushionFall should be topped up again in 2016, seconded by Councillor W, all agreed.**
- Very low risk – Cable runway – no action required. Stewart Kenny, RMBC, says that a cosmetic plastic sleeve is missing, which has no impact on safety. He will arrange for it to be removed from future reports.

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. Clerk to check if anyone owns this land and to apply for planning for the erection of a board. **Resolved: The Clerk will try to establish who owns the land and apply for planning permission.**
- 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. These should be in the form of plastic wood so that they will not rot. A small working party is to review the notice boards and report back to the Parish Council. **Resolved Working party set up with Councillor Y and Councillor V.**

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. Proposed Councillor J Leaning, Seconded Councillor R Thrower and all agreed. **Resolved Councillor Y to get quotes for Trees to be felled.**

B) St John's Road Allotments

i) Feedback from SJRAS meeting 31/5

A meeting took place where two further members were appointed to the committee. A further Member is still required. The committee will review nominees and choose an 8th member by the co-option process.

The new committee appears keen to take on more responsibility for the allotments and discussion is still taking place with the retired clerk to sort the finer details. There were various views expressed as to where the Parish Councils responsibilities should end. It was agreed that there should be a document that clearly lays out the rules to tenants on having an allotment issued by the SJRAS to tenants and also clear guidelines from the Parish Council to SJRAS. It was then felt that on this basis all day to day running of the allotments, including: vetting, setting up tenancies and giving notice, could be done by the committee – the Parish Council being notified as landlord.

Resolved – Retired Clerk to draft some documents for approval.

ii) Lease arrangements with St Leger Estates (via Savilles):

The Clerk has chased Saville's to get a copy of a draft 10 lease for approval. Our contact at Saville's is due to go in hospital on 18/6 and has advised we should have a draft for approval before that date. **Resolved Clerk to chase to ensure that this happens.**

iii) Update on Revised Allotment Documentation

See point i) above – The Clerk had drawn up new tenancy agreements and termination notices but was reviewing them alongside the guideline/rules mentioned about.

Resolved – Retired Clerk to draft some documents for approval.

iv) Letter about Asbestos

The return rate on the letters to identify plots with asbestos on is about 50%.

The existing Asbestos in the railway carriage has been emptied. The retired clerk commented that we had overpaid for removal as some of the rubbish that had been put in the store was not asbestos.

There was much discussion on what should be done on the remaining structures and it was agreed that as a minimum when plots are vacated the Parish Council will pay for the building to be taken down so that the next tenant starts with a clear plot. No more unauthorised buildings to be put on.

The retired Clerk is to Liaise with Michelle to get the remaining questionnaires back with a view to arranging further removal and also see if Michelle could provide a list of remaining unauthorised structures.

Resolved – Retired Clerk to liaise with Michelle to gain additional information.

C) RVS Area Assembly & Parishes Meeting

There has not been any – next meeting 22nd June.

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

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

E) Village Associations

- i. Brookhouse:
Councillor X updated the meeting on a recent meeting with Adam Boucher from Seven Trent Water Authority – In brief, he accepts that manhole covers will pop off and sewage will escape onto the road but there is no plan to do anything at this time as there are other priorities and Brookhouse is not on the 5 year plan. Due to personnel changes, previously agreed actions have not been carried through. Adam asked for local residents to report incidents, submit photographs and complain individually when incidents occur to get them ‘into the system’ and the required work included in a 5 year plan. The problem is partly caused by inappropriate items being flushed into the sewers. Adam Boucher has agreed to write an educational piece for the next PC Newsletter and distribute leaflets to households in Thurcroft.
Resolved – Piece to be put in Parish Newspaper. See later item 44. Brookhouse Dyke.
- 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. A payment has been made that does provide a contractual obligation to do this now. The Clerk is to chase this up for an update on when full access will be available.

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 advises that the following actions have been taken;

- Marc Hill (RMBC) has provided an article for the school newsletter.
- Zig-Zags have been re-painted
- The School have a two year revolving curriculum topic on health that encourages walking to school.
- Periodic visit by the Camera Van when time allows.

Still Outstanding -

1. RMBC (Marc Hill) will provide the school with a free bicycle shed. Mrs Morley Advises that this is still to happen.
2. RMBC will fabricate a “no parking” sign designed by All Saints’ school children. Mrs Morley is to check on this action as wasn’t on her list.
3. The school (Mrs Morley) will canvas parents about the feasibility of using the Village Hall car park, or other suitable place, and operating a walking bus to school. This has been done on an adhoc basis but would have to be driven by parents as the school does not have the resources to do something like this on a daily basis.
4. Insertion of a piece about considerate/lawful parking is included in the school’s prospectus/ induction pack. Unfortunately this could not be inserted in time this year but will go in for next year.

Resolved – Clerk to speak to Mrs Morley before next month’s meeting on progress with outstanding actions.

It was mentioned by a parishioner that one day a police car drove up and spoke to a car on the zig-zags. They seemed to know the person and chatted but did nothing about the fact that they were illegally parked.

Resolved – Clerk to mention this to PCSO Clarkson.

H) Parish Council Emergency Plan

This has been updated following the elections and is awaiting the insertion of two new numbers and then will be issued.

Resolved- Clerk to issue new pages.

42. Police in the Community – PC Andrew Clarkson

13th May to 10th June

- (a) Newhall- No recorded crimes
- (b) Brookhouse – No recorded crimes
- (c) Slade Hooton – No recorded crimes
- (d) Carr – No recorded crimes
- (e) Laughton en le Morthern – No recorded crimes

Request to hold surgery

PCSO Clarkson was not at the meeting. The holding of a surgery after the meeting was thought to be impractical because of the time the meeting ends. The Chairman will announce the presence of PCSO Clarkson at the meeting if anyone wishes to speak to him. There is then the opportunity for parishioners to raise issues and if necessary speak privately in another remove. **Resolved – Chairman to make parishioners aware and also put a piece in next Newsletter.**

43. 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 is to contact the 3 previous companies that quoted and give them the specification for them to do a revised quotation. There are some issues with regard to an electricity source for the new position of the barrier but it was felt that this could be overcome. **Resolved -Clerk to obtain 3 new quotes.**

2. Refreshment Van

There was insufficient trade to justify standing with the Van – Gillian may try again in the school holiday. It was felt generally there is a need to look at the Village Hall design and facilities it offers as most demand is for the toilet. The provision of a toilet and refreshment would be welcomed by visitors to the recreational ground. Ann is looking to increase volunteers as this is the only way that this could be accommodated. **Resolved – No formal arrangement to be put in place with Gillian at this time.**

b. LVHMC Treasurer’s Report and Recent Bookings

Ann Mitchell advised that the budget and cash flow had been done and the VHMC was on track to make a small profit.

Ann did question whether it was acceptable for Alex – the caretaker- to take his holidays in separate days rather than in a block of a week, it was agreed that this was acceptable if it fitted in with the running of the village Hall.

Bookings have been slow but are starting to come through. Ideas were expressed for events such as Bingo but Ann was unsure if she needed a licence.

Resolved - Clerk to look up rules on licencing and send copy to Ann. Completed Ann now has copy.

c. Review of 3 Insurance Policies

The retired Clerk is in contact with one of the brokers that currently deal with our policies to arrange consolidation and take out duplication. It was discussed as to whether the Village Hall insurance can be added in – Martin is to look into this bearing in mind that as the VHMC is a separate entity it will need as a minimum its own public liability insurance.

Resolved – Retired clerk to sort new policy.

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 750ml 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 is on Ann’s list and she is to contact a plumber.

ii) Mirror required in ladies toilets –

Resolved – The Clerk delivered the new mirror to the meeting, Ann is to now get this put up.

f). Quote for new CCTV system

The Chairman has drawn up a new specification for the system so that we can get three like for like quotes. The Clerk is to contact the 3 previous companies that quoted and give them the specification for them to do a revised quotation. **Resolved Clerk to obtain 3 new quotes.**

g) Internal Lighting

All faulty tubes and starters have previously been replaced however one light cluster remains completely dead. This is not causing a major issue as the other clusters give out sufficient light. It was decided to leave this final light until the refurbishment. **Resolved Light to be sorted on refurbishment.**

44. 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. He did say that the environmental agency will not allow the earth taken out to be removed and that this would be deposited on the banks which could be unsightly. The Parish Council asked for clarification as to why this earth could not be taken away and a plan showing exactly who owns which parts of the dyke before a decision is made.

Resolved – Clerk to Contact Dennis Haigh for this information.

b) Thurcroft Landfill

There is nothing to currently report on this issue.

45. Finance Report

a. RECEIPTS

23/05/15	ALLOTMENT RENTS	£140.00
31/05/15	ALLOTMENT RENTS	£20.00
01/06/15	BANK INTEREST	£7.02
06/06/15	ALLOTMENT RENTS	£40.00

b. PAYMENTS

21/05/15	RIBER CCTV MAINTENANCE	£408.00
21/05/15	LEAF & GRASS - JON SHAW	£133.00
21/05/15	EA HAZ WASTE REGISTRATION	£18.00
21/05/15	KNIVETON SKIP HIRE	£102.00
21/05/15	PETTY CASH RECEIPTS	£61.98
28/05/15	VILLAGE HALL BIN COLLECTION	£400.76
30/05/15	NORTHERN PEAK LPC WEBSITE	£17.10
30/05/15	NORTHERN PEAK LPC WEBSITE	£162.00
05/06/15	GOOD COUNCILLOR GUIDES	£19.80
10/06/15	RMBC GROUND MAINTENANCE	£187.85
10/06/15	ROTHERHAM GLASS VH MIRROR	£35.00
10/06/15	MIDDLETON - ASBESTOS SKIP	£996.00
10/06/15	WILSON – ASBESTOS LABOUR	£450.00

10/06/15	CLERK'S SALARY CH	£124.03
10/06/15	CLERK'S SALARY MG	£197.13
10/06/15	PETTY CASH RECEIPTS MG	£51.88
10/06/15	CARETAKERS WAGES	£208.00

46. 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.

RB2015/0649 16 Grangewood Road - single storey front extension.

After careful consideration there were no objections to the plans.

Resolved No further action.

47. Consultation Documents

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

20/05/15	Rural Vulnerability Service Network (RSN) – eNewsletter
21/05/15	Spring Bank Closure Notice (RMBC)
21/05/15	Local government news and updates – various article
26/05/15	Public Sector Executive online – various articles
27/05/15	Revised template for recording rules in Parish Council meetings
27/05/15	Raising Aspirations Projects – Women's front DVD launch
29/05/15	Local Government News and Updates – various articles
29/05/15	Friends of the Peak District – Newsletter
01/06/15	Public Sector Executive online – Rail Strike Called off plus various articles
03/06/15	South Yorkshire Fire and rescue – June briefing
04/06/15	Public Sector Executive online – Social Care at risk
05/06/15	VAR email bulletin 10-5 th June
08/06/15	Area assembly Poster
08/06/15	Invite to Community Workshop event – CPRE
08/06/15	Rural Vulnerability Service Network (RSN) – eNewsletter
08/06/15	ENewsletter – Sheffield Eagles
08/06/15	Making Parishes better places project - YLCA

Consulation Documents - Paper

1. CPRE – Peakland Guardian (summer 2015)

48. Correspondence

1. Reply from Chief Constable
2. PCSO Andy Clarkson – request for surgery at end of PC Meeting
3. Email Paul Green – application for Parish Councillor

49. Any Other Business

Councillor J Leaning mentioned that some slats were out on the community seat outside All Saints School. Councillor Y advised that this is a Streetpride seat and as such should be reported to them. **Resolved Councillor X is to report to Streetpride.**

50. Date and Time of the Next Ordinary Meeting

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

The meeting closed at 10.45pm

Chairman.....

Date.....