

Laughton-en-le-Morthen Parish Council

(Ordinary Meeting 9th July 2014)



Present: Councillors Mr T Stanway (Chairperson), Mr P Lilleker (Vice-Chairperson), Mrs J Robinson, Mrs J Leaning, Mr S Johnson and Martin Gourley (Parish Clerk). In attendance: Anne Mitchell LVHMC Chairperson, Mr. R Thrower Laughton-en-le-Morthen resident & Jon Shaw – Leaf & Grass. Apologies: Councillors Mr P Shackley and Mr K Evason; Mr S Mc Donald LVHMC Treasurer & PC Shaun Rhodes.

33. Open Forum for Parishioners in Attendance

- a) Jon Shaw, Leaf & Grass attended the meeting and a discussion took place about the maintenance of the Parish Planting Scheme; details of which are recorded at item 38B below.
- b) Ann Mitchell had previously asked if the hedge along the side of the VH could be cut back to improve access to the dustbins.

Resolved: The hedge has now been cut by Don Mitchell and Simon McDonald.

- c) The untidiness of Laughton's graveyards due to the lack of grass cutting was raised by parishioners. During discussion it became apparent that 5 separate complaints have been expressed recently, some from people who believe that the PC is responsible for the maintenance of the graveyards. The Clerk was asked to advise All Saints' Church PCC in writing.

The Clerk has written to Olive Haston, All Saints' Church PCC Secretary. In addition, Councillor S H reported that the PCC had an existing contract with RMBC to cut the grass but the contract had not been correctly carried out to date this year.

Resolved: All Saints PCC have raised the issue with RMBC.

- d) The Proposed Wind Turbine at Carr was discussed. Although the Clerk had received expressions of concern about the proposal from residents living in Carr and had suggested that they attend the PC meeting but no-one turned up at the meeting. To canvass the opinions of the parishioners, the Clerk has carried out a pole of people visiting the Village Hall commencing 22 May (Election Day) until the 11 June. The pole indicated that the majority of parishioners (ratio 42:2) were against the proposal. In light of the advice given by a solicitor to Carr residents it was agreed that LPC, per se, should not express an opinion about the proposal but, and in the interests of presenting the biggest impact, should recommend parishioners and individuals to express their concerns. The Clerk was asked to write to Consultants, J H Walter, and advise them of the result of the pole.

Resolved: The Clerk has written to inform J H Walter of the objections.

- e) Councillor x said that concern had been expressed about ash keys, shed from the ash tree on the boundary of the recreational ground and properties on Longthwaite Close, taking root in the building foundations. Councillor P will speak to Neil Wild regarding cutting down the tree, killing the self-setting saplings and

seek advice on what to replace it with. Mr R. Thrower suggested that a Hornbeam variety of tree may be suitable.

Resolved: Councillor Y will speak to Neil Wild.

34. Minutes of the meeting held on 6th May 2014

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

35. Declaration of Prejudicial & Pecuniary Interests

Nothing raised.

36. Matters Arising from the Minutes

The Clerk has received the defibrillator cabinet from Green Urban: cost of £745 + carriage £30 + VAT £155 = £930 and awaits delivery of the A5 AED defibrillator from Cardiac Science.

Arrangements for its installation will be finalised once both items have arrived.

Resolved: The Clerk awaits delivery of the A5 AED defibrillator.

37. Parishioner's Written Requests

a) Mr David Martin has asked if the "Men's Sunday League", who currently play their matches on the Hangsman Lane pitches, could hire the Laughton Recreational Ground football pitch for the 2014/15 season. The request was turned down because a) two teams already play their league matches on the pitch and b) the size of the pitch does not meet FA standards for adult matches.

Resolved: The Clerk informs Mr Martin of the PC's decision.

b) Mr McDonald had previously sent an email to Councillors detailing an incident at Slade Hooton in which a van collided into a young girl, injuring her. Two passengers ran from the scene but the driver was questioned by Police. The Police believe that the 3 men were going equipped to carry out burglaries. Mr McDonald wanted to warn others of the fact and also asked for assistance from the PC to obtain traffic calming measures in the hamlet.

Resolved: To be discussed at the next meeting.

38. Items under Review

A) Use of Recreation Ground

(i) Football Team

It has been suggested that the PC were not receiving all the fees due for football matches. The Clerk has checked the number of games played according to THEFA.COM and information supplied by Councillor Evason and calculated that all fees have been received for the 2012/13 season. Simon McDonald will monitor the fees received for the teams' use of the changing rooms during the 2014/15 season.

Resolved: Mr S McDonald monitors the fees received for use of the changing rooms.

(ii) Playground

RMBC has completed repairs to the cargo net clamps; zip wire seat and chain cover. The Clerk is waiting for the invoice, which should be for parts only as RMBC have offered to waive the fitting fees due to the delay incurred in obtaining the parts.

Resolved: The Clerk is waiting for the invoice.

b) The inspection process has changed and the PC now receives a much more details report which includes photographs of the inspector's findings. A number of previously unreported issues have been raised, all of which are "low risk":

- i) Multi-play (junior) - Bolt cap covers missing/damaged.
- ii) Spring see-saw – Possibly installed to high.
- iii) Free-ride swing – Incorrect install height.
- iv) Climbing frame - Bolt cap covers missing/damaged.

On 8th July 2014 the Clerk had an on-site meeting with Kevin Bickerdike – Kompan Area Manager.

Mr Bickerdike's decision about ii) and iii) is that they are installed at the correct height though, at the time of the meeting, the Cushionfall needed routine maintenance; raking and levelling. Mr Bickerdike identified the missing/damaged bolt covers and said that he would arrange for replacements to be supplied free of charge if the PC could arrange to send photographs of children playing on the equipment for marketing purposes. One uncovered hole reported on the Multi-play (item i) is the socket for binoculars, an optional piece of kit which was not provided as part of the original installation.

Resolved: The Clerk will try to obtain authorised photographs of children playing and await Mr Bickerdike's written report.

b) Several members of St. John's Allotment Society helped spread the CushionFall onto the play area. Councillor B proposed that the PC gave a donation of £100 to the allotment society in thanks for their help. Seconded by Councillor Y and carried.

Resolved: The Clerk has sent a cheque for £100 to the allotment society and received a verbal thank-you.

c) Playground Inspectors have highlighted a loose manhole cover (soak away) adjacent to the play area. It appears to have been dislodged by grass cutting machinery. The Clerk has moved it back into its correct position but it needs securing with cement.

Resolved: The Clerk asks Paul Harrison to secure it.

d) Councillor H said that the football kick-wall had been well used since its installation but, due to its popularity, the soil to the rear of the wall has eroded and needs replacing. The Clerk was ask to obtain a price from Paul Harrison to back-fill the soil, lay paving stones to prevent further erosion and repaint the wall.

Resolved: The Clerk to obtain a quote from Paul Harrison.

B) Parish Planting Scheme

Jon Shaw continues to carry out routine maintenance of the village and hamlet planters and submits his invoices as included in the Financial Report. The Clerk has received verbal expressions of concern from parishioners who think because the planters should be full of flowers, not bushes/shrubs as at present.

Councillor Y has discussed this with the contractor, Jon, who has now told the Clerk that he would like to attend the next PC meeting for feedback about his work.

Mr Jon Shaw, Leaf & Grass, attended the July meeting and asked for feedback on the planting and grass cutting. There have previously been requests for colourful floral planting from parishioners. Mr Shaw explained that the beds were too small to plant out with a variety of plant types that would be needed to provide a constant display of colour throughout the year. In addition, the plants would require watering during sustained dry weather. Councillor B reiterated that Mr Shaw's remit was to provide and maintain a variety of shrubs that would provide texture and a mix of colour, which he thought was being achieved. On behalf of the PC Councillor B thanked Mr Shaw for the work he is doing and for attending the meeting.

C) St John's Road Allotments

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

The Clerk has written to Emma Stead, Savills Solicitors and asked when the PC might receive the updated lease. He has received an apology stating that the Solicitor dealing with the matter, who is also a trustee, has been seriously ill and that she hopes work on the new lease will resume within the next month, or so.

Resolved: Awaiting new lease.

(ii) Since the Clerk was on-site on Saturday 12th and 26th April to collect rents further payments totalling £365 have been received and £80 remains outstanding.

Of the £80, £20 is owed by someone who was allocated a plot in April but has not started to work it. The Clerk intends to reallocate the plot. The Allotment Society Chairperson has asked if she could contact the other two plot holders informally to collect their rents before the PC sends a formal demand.

Resolved: The Clerk will notify the plot holder that the plot is going to be reallocated and chase for payment from the other plot holders.

(iii) There are currently 6 people on the waiting list.

(iv) The Clerk has drafted a notice to quit for the tenant of plot 51 who no-longer works the plot and has not paid this year's rent. The plot has been informally sub-let and chickens are being housed on it. The Clerk asked for and received the support of the Councillors to serve a letter giving the tenant 30 days' notice to quit.

Resolved: The Clerk will send the notice by recorded delivery.

D) RVS Area Assembly & Parishes Meeting

The next RVSA meeting will be held on Monday 14th July and a further meeting will be held in Laughton Village Hall on September 8th 13:30 – 16:00.

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

Andrew (Stenton Farm) will target signs of Japanese Knotweed with weed killer instead of carrying out indiscriminate spraying.

Councillor Y reported that Andrew has found little Japanese Knotweed, so far, this year.

F) Village Associations

Brookhouse: Nothing to report.

Slade Hooton:

a) Simon McDonald has been granted permission to replace the existing public noticeboard and claim the cost from the precept allocation.

b) The public footpath passing through Slade Hooton is muddy and needs stone chippings laying. Simon McDonald will organise a working party.

Carr: Nothing to report.

G) Streetpride

(i) Dog fouling on recreation ground and Fly Tipping in the Parish

Fly Tipping and Dog fouling on the playing field, play area and in the rest of the Parish continues to be an issue. The following is an extract from the minutes of the AGM meeting which preceded this meeting:....a presentation by Matt Finn, Community Protection Manager RMBC on the new Summary of the Anti-social Behaviour, Crime and Policing Act 2014. The law simplifies existing laws and gives Police and Borough Councils powers to deal with a range of antisocial issues (fly tipping, dog fouling, noise etc.), and gives powers to create and enforce Public Spaces Protection Orders and issue Community Protection Notices. Public spaces are defined by who has access to the land/property, not who owns the land/property therefore, a public nuisance issue on private land/property is within the scope of the new law. Mr. Finn made the point that the Borough Council need people to report issues via the "StreetPride" telephone number 01709 336003 or website <http://www3.rotherham.gov.uk/HighwaysReport/> in order to direct resources efficiently, according to the size or frequency of the problem.

Further details about the new law can be found at:

<http://www.legislation.gov.uk/ukpga/2014/12/contents/enacted/data.htm>.

Work to replace the noticeboard at the entrance to the village hall car park was suspended until the proposed Dog Control Order was in place. Now the Dog Control Order has been superseded by the Anti-social Behaviour, Crime and Policing Act 2014 work can now start to design and replace the existing noticeboard.

The correct wording to notify the public of potential prosecution under the new Antisocial Behaviour Act for the offences of allowing dogs to foul the area and for fly tipping needs to be agreed before the PC refurbishes existing or puts up new noticeboards in the Parish. The Clerk suggested that Matt Finn, Community Protection Manager RMBC, may be able to offer some suitable wording. This was agreed.

Resolved: The Clerk asks Matt Finn to obtain suitable wording.

H) Website design and quotation

The new web-site is almost ready to go live. The Clerk has liaised with BT to get the IPS TAG pointed to EXACT. The PC's web designers (Northern Peak – Creative Design) now have to do further work before the new website can go live.

BT has stated that they need a formal request to cease the web hosting service now Northern Peak is hosting the service. The Clerk has written to BT and they have now stopped sending invoices.

Councillor Y believes that no formal arrangement was reached with Northern Peak to host the new web site. The Clerk will go through the paperwork dealt with by the previous Clerk.

It appears that progress on building the new website has stalled as Andy at Northern Peak has reported 80% completion for several months.

Resolved: The Clerk will aggressively seek completion of the web site.

I) Roche Abbey Christmas Walk 2013

A new committee has been formed comprising: Paul Marshall, Sam Brooks and Councillor H. More people will be appointed onto the committee. The Clerk awaits instructions to pay the balance of £252.98, from the 2013 walk, which is currently held in the PC account.

Councillor H announced that there will be a led walk on Saturday 7th September from All Saints' Church to Roche Abbey where there will be a celebration of the Centenary of the Sheffield Diocese between 2pm – 5pm. The Diocese is going to advertise the event.

J) Parking Issues at All Saints' School

Drivers continue to park inconsiderately or illegally, even on the yellow zig-zag line. The clerk has previously spoken to the Head teacher, 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 2013 but there was no response from Mrs Burtoft. On the 28th December the Clerk wrote to Mrs Burtoft, requesting a meeting with herself and the School Governors to discuss how the situation can be improved. The Clerk has not received a written reply from Mrs. Burtoft. He has telephoned the school several times requesting a verbal or written response to the letter in time for this meeting but no response has been received.

In December 2013 the Clerk made PC Shaun Rhodes aware of the ongoing situation. At the PC meeting in February 2014 PC Rhodes reported that tickets have been issued to drivers parked on the yellow zig-zag line and for the offence of obstruction near the junction of Rectory Court and High Street. A PCSO is currently patrolling outside the Church School and Laughton J&I School, alternate mornings and afternoons, each day. RMBC's parking surveillance van continues to patrol the area.

The Clerk has now had a meeting with Mrs. Burtoft in which the following were discussed: (i) A "Park & Walk" commencing in the summer term. Parents will be able to drop off and collect their children at the Village Hall car park. Volunteers are needed (CBR checked) to help school staff. The "park & walk" will be included in the PC newsletter together with a request for volunteers. (ii) Schoolchildren are to design a "no parking" sign to be displayed outside school. It is thought that parents would take more notice of this sign

rather than a commercially produced one. (iii) Mrs. Burtoft would like to have a closed meeting with: Police, Highways Dept., School Governors and Parish Council to plan for a public meeting: As the Clerk still hasn't had a response from Mrs. Burtoft. Councillor N suggested that the Clerk seeks a response from Mrs Morley, who now shares the Headship of the school.

The proposed "park & walk" and a request for volunteers to assist school staff was advertised in the Parish Newsletter.

After several attempts to obtain an update from the Head teacher, the Clerk has received a message from the school secretary stating that "The children's activities are to start in in autumn term and it is hoped to have a closed consultation meeting in September prior to setting up an open meeting with parents."

As Mrs Burtoft is retiring at the end of the summer term these issues are to be discussed by the PC again in September.

Resolved: These issues should be discussed at the September meeting when the new school management is known.

K) Newsletter Distribution

Nothing discussed.

L) Risk Assessment Review

Simon McDonald has commissioned a risk assessment of the Village Hall. The final inspection has been delayed due to lack of keys. Since recent changes to the LVHMC a review of who holds keys and the implementation of a key safe will alleviate the problem and it is hoped that the final inspection will be completed by the next meeting.

There was no update as Mr McDonald was not at the meeting.

Resolved: Simon McDonald was not present at the meeting but he is currently waiting to receive a report from his Risk Assessors.

39. Police in the Community

12th June 2014 to 9th July 2014.

Newhall - No recorded crimes.

Slade Hooton - No recorded crimes

Brookhouse - No recorded crime

Carr - 1 recorded crime:

27/06/14 Ramper Road – Outbuilding entered & motorised wheelbarrow stolen

Laughton En Le Morthen - 3 recorded crime:

24/06/14 New Street – Domestic assault, minor injuries, offender arrested & charged.

27/06/14 St John's Road – Batteries stolen from side of property.

02/07/14 Eastfield Crescent – Property on display stolen from unlocked vehicle.

40. Village Hall Issues

Councillor B conducted a tour of the Village Hall, which was built in the 1960's, and recreation ground in preparation for discussion about the refurbishment of the building at next month's meeting. He suggested that the PC may wish to involve students at Dearne Valley College and/or Rotherham College of Arts and Technology to help determine what facilities should be provided to future-proof the hall.

Resolved: Further discussion is to take place at next month's meeting.

During the tour of the VH, Councillor H identified that the showers in the disused changing rooms were not wired to current electrical standards and are a liability if someone tried to turn them on.

Resolved: Councillor H will remove the fuses in the distribution box.

a. Energy Saving Suggestions

Mr McDonald has workmen available to upgrade the roof insulation. Work has been delayed due to lack of keys but keys are now available.

Resolved: Mr. McDonald to obtain the quotes.

b. Caretaker's Role

Mr. Munro took two weeks holiday (23/06/14-06/07/14) without giving the required 2 weeks' notice that is written into his contract. After discussion it was agreed that Mrs Ann Mitchell should speak to Mr Munro and reinforce the fact that she is his line manager and that he must give her at least two weeks' notice of his intention to take future holidays. Cleaning was carried out each Saturday morning by a group of volunteers.

Resolved: Mrs Mitchell will discuss the issue with Mr Munro.

c. Car park & recreation ground improvements

Dog fouling continues on the car park, recreation area and football fields. Please see item 23 g (i) above.

Car Park Barrier: Councillor B 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 H offered to obtain a quotes from alternative suppliers.

Resolved: Councillor H is awaiting receipt of the quotes.

d. Hand wash units & combi-boiler refurbishment

Work to replace the central heating boiler and refurbish the hot water supply in the kitchen and toilets was carried out during week ending Friday 20th June. On inspection it was noticed that an earth bonding cable is loose on the gas pipe in the toilets. Bancroft's workman said that they would make good the wall tiling where the water heater was removed but this hasn't been done.

Resolved: The Clerk will report the matter to Bancroft Plumbing & Heating

During the refurbishment it became apparent that internal water stopcock was faulty and the external meter/stopcock could not be located.

Resolved: The Clerk will ask Yorkshire Water for the location of the meter/stopcock.

e. LVHMC Treasurer

No financial report was available because the Treasurer was not in attendance but Ann Mitchell reported an increase in bookings.

f. Village Hall Cooker

The cooker was installed by Bancroft Plumbing and Heating in time for the fund raising event on Friday 9th May. The electric cable, which was not part of the installation, needs replacing with one 3 metres long.

Resolved: Councillor Y will supply the cable and Councillor B will fit it.

g. Village Hall Security

i) Riber Surveillance have carried out the annual inspection and maintenance of the VH CCTV system. Councillor B has previously said that there have been legal cases where the quality of CCTV images had not been good enough to secure a conviction and has raised concern about the quality of the village hall system. The PC has now received two quotations to upgrade the CCTV: one from Central Electrical (Neil) via Councillor B and a second from Riber via Councillor Y. At last month's meeting the Clerk was asked to draw up a comparison of the two quotes to present to Councillors.

The Clerk has attempted to compare the two quotes but as each supplier is offering different systems it was impossible to compare the two. Councillor B said that he would draw up a specification to form part of an invitation to tender so that the PC can compare different quotations based on the same specification.

Resolved: Councillor B has started drawing up a specification, which should be completed by the next meeting.

ii) To reduce the need for numerous keys to be issued for the VH LVHMC intend to install an externally mounted key safe for the main entrance key. This will also allow people who regularly rent the VH and other authorised people to gain access and lockup without the need for a key-holder to attend. The committee also intend to install an internal key safe and make the code available on a need-to-know basis for other VH keys.

Resolved: LVHMC will install the key safes.

h) Village Hall Constitution The constitution is due for review. The Clerk supplied copies of the constitution and the Chairman asked Councillors to study it before the next meeting.

Resolved: The Constitution will be reviewed at the next meeting.

41. Environmental Issues

a) Brookhouse Dyke

Councillor N reported that the culvert is currently running clean.

b) Thurcroft Landfill

Councillor N has been advised that FCC Environment intend to tip 1million tons of soil, not landfill rubbish, at the site and that there are plans to build a 50 acre Solar Farm. The information states that the solar farm will not be generally visible apart from a small part of Thurcroft.

Councillor H asked Councillor N if she could find out if any grants were available as had been available as a result of previous landfill projects.

Resolved: Councillor N to enquire if landfill grants are available from FCC Environmental.

42. Finance Report

a. Income Received and Accounts for Payment:

Date	Description	Amount (£)
09/06/14	Allotment rents	£245.00
12/06/14	Caretaker's wages refund to Nov 2013	£874.25
02/07/14	Interest on savings account	£1.35
26/06/14	Caretakers wages refund to 11/05/14	£1,640.60
02/07/14	Allotment rent	£20.00

Creditor	Description	Amount (£)
Bancroft Plumbing & Heating	Heating & Hot Water refurb.	2996.40
Alex Munro	VH Caretaker - wages	201.80
Clerk	Salary	177.89
RMBC	Grounds Maintenance	185.08
St. John's Allotment Society	Grant (help with CushionFall)	100.00
CPRE	Subs.	36.00
HMRC	PAYE	431.00

b) The Clerk has received information about possible grants from "YORhub 4 Good Fund"

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

c) Precept allocation to hamlets – nothing discussed.

d) Accounts for year ending 31st March 2014 - audited

The Accounts for year ending 31st March 2014 have been audited and section 4 of the annual return has been signed by the Auditor. The clerk presented the accounts and Auditor's report to the meeting for approval.

Section 1 & 2 of the annual return were approved and signed by the Chairman and the clerk.

Resolved: The clerk ensures the annual return is sent to the auditors, BDO LLP in time for the external audit.

43. Planning Applications

i) RB2014/0872 - Listed Building Consent for demolition of existing rear extension, internal and external alterations at 2 Church Corner Laughton-en-le-Morthen. Councillors had no objections.

ii) RB2014/0493 - Erection of detached garage at 4 Lingodell Close Laughton-en-le-Morthen. Councillors apposed the application on the following grounds:

- The proposed materials (block construction) are not aesthetically appropriate to the location.
- The size of the proposed building is not in proportion to its stated purpose.
- The proposed building is inappropriate for a greenbelt area.
- The Parish Council apposes retrospective planning applications.

Resolved: The Clerk sends a letter of objection to RMBC Development Control.

44. Consultation Documents

1. Ladies who experienced the 1980'S Miners' Strike.
2. PSE e-Newsletter front page.
3. LCR e-Newsletter front page.
4. Free School Dinners
5. YLCA – Update of Financial Manual etc
6. Appt. of Crime Community Safety Lead Member.
7. YLCA magazine

45. Correspondence

1. CPRE South Yorkshire AGM – 16/07/14
2. YLCA AGM 19th July 2014

46. Any Other Business

47. Date and Time of Next Meeting

That the next Ordinary Meeting will take place on Wednesday 10th September 2014 at 7pm in the Village Hall, Firbeck Avenue, Laughton-en-le-Morthen.

The meeting closed at 10:20pm

Chairman.....

Date.....