



Harthill with Woodall Parish Council

The Village Hall
Winney Hill
Harthill
Sheffield
S26 7YL
Tel. 01709 528823



NOTICE OF A MEETING OF THE PARISH COUNCIL WHICH WILL BE HELD IN THE COMMITTEE
ROOM OF THE VILLAGE HALL ON

TUESDAY 9TH APRIL 2024 AT 7.00PM

Apologies for Absence should be notified to the Clerk prior to the meeting.

The meeting is open to the public by virtue of the Public Bodies (Administration to Meetings)
Act 1960 s1.

1. To receive and approve reasons for absence.
2. To receive declarations of interest in respect of business on the agenda.
3. To authorise the chairman to sign the minutes of the meeting held on 12th March 2024, as a true and correct record.
4. To identify any agenda items which may be considered following the exclusion of press and public, due to the confidential nature of the business to be discussed.
5. To note any matters arising (For information only)

Comments or questions from members of the public (15 minutes will be allowed)

6. To receive an update in respect of planning matters and consider any further action on ongoing applications. In particular, to discuss -

RB2024/0359 - Demolition of existing and erection of Agricultural Store, Tommy Flocktons Field, Hard Lane, Kiveton Park.

<http://rotherham.planportal.co.uk/?id=RB2024/0359>

RB2024/0358 - Trees & Woodlands Application to undertake works to a tree(s) within Harthill Conservation Area, 48 Union Street, Harthill.

<http://rotherham.planportal.co.uk/?id=RB2024/0358>

RB2024/0480 - Application to vary condition 2 to include the proposed installation of 15 replacement fishing platforms, a control kiosk as part of the lower draw-off works and crest monitoring pins imposed by RB2022/0541 at Harthill Reservoir off Woodall Lane, Harthill.

<http://rotherham.planportal.co.uk/?id=RB2024/0480>

7. To receive information on the following ongoing issues and decide further action, where necessary.

7.1. To discuss and agree any action in relation to the most recent play inspection report, including

any risk issues, and to agree any action.

- 7.2 To discuss further correspondence from interested play companies relating to ideas for the play area plan. Additionally, to provide an update on the Zip-Wire installation.
- 7.3 To provide an update on the defibrillator grant with British Heart Foundation.
- 7.4 To discuss new Wildflower area on Spens Field and agree next steps.
- 7.5 To discuss issues with verges following works by Northern Powergrid.
- 7.6 To receive an update on a recent meeting held regarding Cycle routes and to receive correspondence from a parishioner relating to this issue and in particular relating to safe and sustainable travel to Wales High School.

8. To discuss matters requested by Councillors/Clerk and to agree any action.

- 8.1 To receive any requests for financial assistance, including transfer of Carnival support agreed in budget.
- 8.2 To delegate authority to the clerk to book any necessary new Councillor training from the courses budget allocated for 2024/2025.
- 8.3 To agree the ordering of two spare defibrillator pads.
- 8.4 To set the date for the Annual Parish Meeting.
- 8.5 To discuss repainting of markers around the ponds footpaths.
- 8.6 To discuss a request for an additional shed on the edge of the bowling green.

9 Policies

- 9.1 To review and approve an updated publication scheme and to set the next review date.
- 9.2 To review and approve the current Code of Conduct and to set the next review date.
- 9.3 To review and approve an amended London Bridge Policy and to set the next review date.
- 9.4 To approve a new Dignity at Work Policy and to set the next review date.

10 Allotments

- 10.1 To receive minutes from the April allotment and gardens meeting
- 10.2 To receive a request by a volunteer for waste costs.
- 10.3 To note that RMBC have confirmed lamp post locations for the hanging baskets and the order has now been placed.
- 10.4 To receive a request for permission to erect a shed on one of the Doctor Lane Allotments.

11 Staffing Matters

- 11.1 To note the change of National Living Wage from 1st April, and confirm implementation of this change plus the existing premium.
- 11.2 To note the clerks contractual change of SCP level to SCP31 as of 1st April subject to satisfactory performance. National salary award not yet known so increased based on April 2023 figure at this time.

12 Financial Matters

- 12.1 To receive the RFO'S Report
 - 12.2 To verify bank reconciliation to 31st March 2024
 - 12.3 To approve accounts for payments.
 - 12.4 To receive the Internal Auditors Report (AIAR), review the effectiveness of the system of internal control for Harthill with Woodall Parish Council, and agree any changes to controls that may be necessary.
 - 12.5 Following review of the effectiveness of the system of internal controls of Harthill with Woodall Parish Council, to consider the findings, and then to complete and approve section 1 of The Annual Governance and Accountability Return (AGAR) 2023-2024, this to then be signed by the Clerk and the Chairman of the meeting.
 - 11.6 Following signing by the Responsible Financial Officer - to consider and approve the Accounting Statements of Harthill with Woodall Parish Council relating to the period 1st April 2023 to 31st March 2024. The Chairman of the meeting to then sign section 2 of the Annual Governance and Accountability Return (AGAR).
 - 11.7 To agree the dates to be set to advertise the period during which electors and interested persons may exercise rights relating to the Annual Accounts. (Monday 3rd June 2024 to Friday 12th July 2024)
 - 11.8 To agree transfers to reserves or adjustments to budget lines in the new 2024-2025 budget.
- 12 To note any correspondence.
 - 13 To receive reports / information on external meetings
 - 14 Individual Councillor Reports
 - 15 To agree the date and time of the next ordinary Council Meeting. (14th May 2024)

Caroline J. Havenhand



Clerk to the Council

4th April 2024