



Harthill with Woodall Parish Council

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



NOTICE OF THE ANNUAL MEETING OF THE PARISH COUNCIL WHICH WILL BE HELD IN THE
COMMITTEE ROOM OF THE VILLAGE HALL ON TUESDAY 12th MAY 2026 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 (Admission to Meetings) Act
1960 s.1.

1. To elect a chairman for the ensuing year, to be followed by the signing of the Chairman's Declaration of Acceptance of Office.
2. To elect a Vice-chairman for the ensuing year.
3. To receive and approve reasons for absence.
4. To receive declarations of interest in respect of business on the agenda.
5. To authorise the Chairman to sign the minutes of the meeting held on 14th April 2026, as a true and correct record.
6. 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.
7. To note any matters arising (For information only)

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

8. To appoint any new committees.
9. To appoint members to the staffing committee for the next 12 months, appoint the chairman of the committee and agree any changes to the terms of reference.
10. To appoint members to the Allotment and Gardens Committee for the next 12 months, appoint the chairman of the committee and agree any changes to the terms of reference.
11. To consider continuation with existing annual subscriptions/fee for Information Commissioners Office (data protection), YLCA, SLCC, Allotment Society, Community First, Canals and River Trust and Campaign to Protect Rural England, which will fall due during the next 12 months.
12. To determine the time and place of ordinary meetings of the full council up to and including the next annual meeting of the council. To include agreement for hire of the village hall for other Council meetings and allotment rent collection at the prevailing hall tariff.

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

To agree the final letter to RMBC in connection with the Adequacy of Consultation for the Whitestone Solar Farm proposal, incorporating the further focused consultation. Including asking RMBC to include it with their own submission as an appendix.

RB2026/0498 - Formation of hardstanding for vehicle access and dropped kerb, 44 Winney Hill, Harthill, Rotherham.

<http://rotherham.planportal.co.uk/?id=RB2026/0498>

RB2026/0552 - Demolition of existing outbuilding and previous extensions and erection of two storey extension, single storey extension and alterations, 2 Spence Cottage, Jackys Lane, Harthill, Rotherham.

<http://rotherham.planportal.co.uk/?id=RB2026/0552>

RB2026/0557 - Partial change of use of leisure centre (Use Class F2 (c)) to mixed use for leisure and retail use (Use Classes F2 and E) change of use of tennis court to car park, single storey extension to existing building with associated external alterations and installation of roof mounted solar photovoltaic panels, Harthill Sports Centre, Woodall Lane, Harthill.

<http://rotherham.planportal.co.uk/?id=RB2026/0557>

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

- 14.1. To discuss and agree any action in relation to the most recent play inspection report, including any risk issues.
- 14.2 To rearrange a date for the working group to review locations for the potential MUGA and teen area on Spens Field.

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

- 15.1 To receive any requests for financial assistance.
- 15.2 To elect a representative to the Yorkshire Local Council's Association for the forthcoming year.
- 15.3 To adopt a new policy relating to the Chairman's allowance and to agree payment of Chairman's Allowance for the year 2025/2026. Additionally, to agree the level of allowance for the forthcoming year.
- 15.4 To receive information relating to the current Community Governance Review by RMBC.
- 15.5 To discuss the issues with the Spens Field path and agree costs for repairs.
- 15.6 To discuss ongoing plans for the Doctors Surgery and car parking solutions.
- 15.7 To discuss vacant garage plots.

16. Allotments and In Bloom

- 16.1. To receive an update on the new stress testing requirements by RMBC relating to

Hanging Baskets on lamp posts.

16.2. To agree new structure requests on allotment plots on Thorpe Road.

17. Policies – To review and approve the following Policies for a period to be agreed:

17.1. IT Policy (2 years)

17.2. Recording of Meetings Policy (1 year).

17.3. Press and Media Policy (1 year).

17.4. Data Protection Policy (1 year).

17.5. Council's Complaints Policy (1 year).

17.6. Financial Regulations (1 year).

17.7. Standing Orders (1 year).

18. Financial Matters

18.1. To receive the RFO's Report.

18.2. To verify bank reconciliation to 30th April 2026.

18.3. To approve accounts for payments.

18.4. To agree any transfers to or from reserves.

18.5. To nominate a Councillor to carry out quarterly financial review of the accounts for this financial year.

18.6. To re-appoint the current internal auditor, under the existing terms of reference, for the financial year 1st April 2026 to 31st March 2027.

18.7. To confirm continued use of variable direct debit on the account for payments to NEST, Allotment Water bills, RMBC Grounds Maintenance and ICO payment.

18.8. To review banking arrangements including signing arrangements for bank accounts and agreed fees.

18.9. To confirm continued use of internet banking arrangements as the usual way to make payments. Cheques to be used by exception. This consists of input by the clerk, followed by dual authorisation by two authorised signatories of payments listed for approval at the previous Parish Council meeting. Additionally, to agree input by the clerk, between meetings, of contractual payments such as Salaries and PAYE, subject to dual authorisation following input by the clerk, and reporting on the next payment list.

19. To receive any correspondence not already covered on the agenda.

20. To receive reports / information on external meetings.

21. Individual Councillor Reports.

22. To agree the date and time of the next ordinary Council Meeting. (9th June 2026).

Caroline J. Havenhand



Clerk to the Council

7th May 2026