



# Harthill with Woodall Parish Council



## Minutes - Ordinary Parish Council Meeting 13<sup>th</sup> February 2024

This meeting was held in the committee room at Harthill Village Hall at 7pm.

Present: Councillors: Mr I Lloyd, Mrs J Pattison (Vice-Chairman), Mrs B Gunby, Mrs C Hamer, Mrs C Leigh, Mr J Morley and Mr P Rowland. The Clerk, Caroline Havenhand was in attendance. In attendance Parishioners: Two parishioners were in attendance.

<u>Reference</u>	<u>Item</u>	<u>Action</u>
24/14	<b>To receive and approve reasons for absence</b>	
	Apologies and reasons for absence were received from Councillors Mr S Green and Mrs E Simmonite. It was <b>resolved</b> that the reasons provided were approved.	
24/15	<b>To receive declarations of interest in respect of business on the agenda.</b>	
	No interests were declared.	
24/16	<b>To authorise the chairman to sign the minutes of the meeting held on 9<sup>th</sup> January 2024 as a true and correct record.</b>	
	The minutes were confirmed as a true and correct record and the Chairman accordingly signed the file copy.	
24/17	<b>To identify any agenda items which may be considered following the exclusion of the press and public, due to the confidential nature of the business to be discussed.</b>	
	It was <b>resolved</b> that no items required the exclusion of press and public.	
24/18	<b>To note any matters arising (For information only)</b>	
	A request for a Grit Bin was made for the top of Serlby Lane. This matter is to be placed on the agenda for March. The clerk circulated a new In Bloom competition which is less expensive and less onerous. This matter will be placed on the next allotment and gardens agenda in April as the application does not need to be submitted until the end of April. Council has been requested to make the 999 number larger on the defib cabinets which will be done. An additional defib has been requested, this matter was deferred until after the defib training session which is being advertised now on local social media.	
	<b><u>Open Forum for Parishioners in Attendance – Public Participation Session</u></b>	
	A parishioner attended the meeting to discuss a planning application and also the possibility of a community central point for logging events. The planning application is on the agenda and the other matter will be placed on the agenda for March.	
24/19	<b>To receive an update in respect of planning matters and consider any further action on ongoing applications. In particular, to discuss -</b>  <b><u>RB2024/0108</u></b> - Application to vary condition 2 (prevention of surface water discharge from site to neighbouring properties during excessive rainfall conditions, land drains to be	

	<p>installed) imposed by RB2021/2072, Hillside Way (Phase 2), Winney Hill, Harthill.  <a href="http://rotherham.planportal.co.uk/?id=RB2024/0108">http://rotherham.planportal.co.uk/?id=RB2024/0108</a></p> <p><b>RB2024/0037</b> - Single storey rear extension, replacement of doors &amp; windows and rendering of dwelling, 59 Walseker Lane, Woodall.  <a href="http://rotherham.planportal.co.uk/?id=RB2024/0037">http://rotherham.planportal.co.uk/?id=RB2024/0037</a></p> <p><b>RB2024/0047</b> - _Erection of Pergola. 8 Hillcrest Rise, Harthill.  <a href="http://rotherham.planportal.co.uk/?id=RB2024/0047">http://rotherham.planportal.co.uk/?id=RB2024/0047</a></p> <p><b>RB2024/0068</b> - Erection of storage building, land at Hillcrest Rise, Harthill.  <a href="http://rotherham.planportal.co.uk/?id=RB2024/0068">http://rotherham.planportal.co.uk/?id=RB2024/0068</a></p> <p><b>RB2024/0059</b> - Proposed retention of ancillary dwelling (double garage) for a dependent relative, 20 Pryor Mede, Harthill.  <a href="http://rotherham.planportal.co.uk/?id=RB2024/0059">http://rotherham.planportal.co.uk/?id=RB2024/0059</a></p> <p><b>RB2023/1720</b> - Single storey front extension at 4 Union Street, Harthill.  Refused 30/01/2024.</p> <p><b>RB2024/0027</b> - Trees &amp; Woodlands Application to undertake works to a tree within Harthill Conservation Area at 68 Union Street, Harthill.  No objections 25/01/2024</p>	
	It was <b>resolved</b> to raise an objection to planning application <b>RB2024/0047</b> and <b>RB2024/0068</b> on the basis that these plans effect the openness of green belt	
<b>24/20</b>	<b>To receive information on the following ongoing issues and decide further action where necessary:</b>	
24/20.1	To discuss and agree any action in relation to the most recent play inspection report, including any risk issues, and to agree any action.	
	The latest play inspection report received is 13 <sup>th</sup> February 2024 and is categorised as moderate risk due to issues with the Teen shelter. The weed encroachment is now complete. Balfour Beatty have confirmed that the work on the steps will be done in the next month, prices are still awaited from RMBC. One Visit with play companies has taken place and two are planned in the next 7 days.	<b>Clerk</b>
24/20.2	Following a meeting with the zip-wire contractor, to agree the exact location for the zip-wire so that the clerk can proceed with the order. Additionally, to agree a preferred installation date and discuss the opening event.	
	It was <b>resolved</b> to locate the zip-wire alongside the teen area hedge. The final price is £16,769.80, following taking out removal of spoil and offering toilet facilities at the Leisure Centre, following committee approval. It was <b>resolved</b> to request that installation takes place in May and a date is being set for year four of Harthill Primary School to attend the opening.	<b>Clerk</b>
24/20.3	To provide an update on the memorial plaque and to the agree cost of binding condolence sheets.	

	It was <b>resolved</b> to spend £132.00 to bind the sheets with the following annotation. Harthill with Woodall Parish Council on spine. The memorial plaque is expected to be installed within the next month.	<b>Clerk</b>
24/20.4	To discuss an update on Speed Signs on Winney Hill.	
	An update has been requested from Councillor Beck regarding this matter. Information noted by Council.	<b>Clerk</b>
24/20.5	To review progress with website, discuss any changes and to issue new Councillor emails.	
	The email accounts have now been created. New emails will be used by the clerk from 19 <sup>th</sup> February 2024, copying any Councillors that haven't yet set their accounts up due to holidays. The website was circulated – the following changes were recommended, <ul style="list-style-type: none"> <li>• Removal of logo from top of page</li> <li>• Acknowledgement of contributors of photo's as a paragraph on community page.</li> </ul>	<b>Clerk</b>
<b>24/21</b>	<b>Matters requested by Councillors/Clerk and to agree any action</b>	
24/21.1	To receive any requests for financial assistance.	
	There were no requests for financial assistance.	
24/21.2	To receive a quote for the hedge work for 2024 from the existing contractor and agree any action, Additionally, to consider suggestion of adding Thorpe Road hedge to the contract.	
	It was <b>resolved</b> not to tender the contract. The prices offered were reviewed and compared to other work contracted this year. Council felt that they offered value for money and the service was excellent. It was <b>resolved</b> to accept the price increase, contract value £3,703.00 to GT Garden Maintenance & Landscape. An increase of just under 6%. It was additionally <b>resolved</b> to allow an additional amount in the contract for Thorpe Road Allotment hedge and the shrubs at the top of the well area.	<b>Clerk</b>
24/21.3	To receive information from RMBC for RPI increase in cost of three-year grass cutting contract for PC maintained areas, such as Spens Field and Wildflower Meadow.	
	RMBC have confirmed a 6% increase in the ground maintenance costs from £6504.05 to £6894.29. This is the third year of a three-year agreement. It was <b>resolved</b> to accept the price increase and pay by quarterly direct debit.	<b>Clerk</b>
24/21.4	To discuss a potential litter pick date and to discuss any problem areas in the Parish.	
	It was <b>resolved</b> that no litter pick be arranged at this time. An article be placed in The Hart for a potential litter pick in the Summer and also to thank parishioners that regularly pick litter.	<b>Clerk</b>
24/21.5	To consider and agree a new biodiversity policy.	
	It was <b>resolved</b> that this matter be deferred until the next meeting as the clerk's course was delayed.	<b>Clerk</b>
24/21.6	To discuss the purchase of two road safety signs outside the school. To agree any action.	
	It was <b>resolved</b> to order to two signs that Councillors can put out to try and assist the school with this ongoing problem. Cost £450.00 net.	<b>Clerk</b>
24/21.7	To discuss and agree the placement of a work experience student, to work with the clerk for a fortnight in June.	
	It was <b>resolved</b> that the parish council are happy to agree to the placement.	
24/21.8	To review and agree Harthill with Woodall Parish Council's Equality and Diversity Policy.	

	It was <b>resolved</b> that this matter be deferred until the next meeting as a new Legal topic note is available and the clerk received this today.	<b>Clerk</b>
<b>24/22</b>	<b>Allotments</b>	
24/22.1	To receive the minutes from the latest allotment and garden committee meeting.	
	The minutes from the recent allotment and gardens meeting (6 <sup>th</sup> January) were circulated to Council. Information noted by Council.	
24/22.2	Following discussion with the National Allotment Society to decide whether to now let the vacant garages based on the temporary agreement or to seek permission to redesignate this land	
	It was <b>resolved</b> to leave the plots vacant at the moment. Council to review this after the May elections.	<b>Clerk</b>
<b>24/23</b>	<b>Financial Matters</b>	
24/23.1	To receive the RFO'S report.	
	After 10 months of the financial year 100% of anticipated income has been received. 78% of planned expenditure has been spent. CIL monies received £6,497.99 and £ 3,484.24. The account balance on 31 <sup>st</sup> January 2024 is £103,766.75. The full 2023/2024 Precept (£66,000.00) has been received from RMBC. Grants of £6000 and £9711.72 have been received for the new Zip-Wire. Information noted by Council. Grants, allotment water and Insurance are over budget but there is underspend on other lines.	
24/23.2	To receive and verify year end bank reconciliation to 31 <sup>st</sup> January 2024	
	The bank reconciliation was verified and signed by two Councillors.	
24/23.3	To approve accounts for payments	
	It was <b>resolved</b> that Accounts presented for payment are approved.	
24/23.4	To agree transfers to reserves or adjustments to budget lines.	
	It was <b>resolved</b> that the following transfers be made: No transfers are required at this time.	
24/23.5	To review and agree Harthill with Woodall Parish Council's Reserve Policy.	
	The policy was updated due to the fact that general reserves will fall below 50% of precept for 2024/2025. It was <b>resolved</b> that the amended policy be adopted and reviewed in January 2025.	<b>Clerk</b>
24/23.6	To receive Councillors report on review of receipts and payments.	
	Councillor J Morley reported that he had carried out the review for quarter 2 and quarter 3 and found no issues. Information noted by Council	
<b>24/24</b>	<b>To note any correspondence</b>	
	The clerk received correspondence from RMBC relating to possible enforcement action regarding Motorbikes and Quad bikes on Common Road. The clerk will respond with the same concerns already raised. A missing mirror was also reported at Packman Lane and Harthill Field Road. The clerk will check that RMBC are aware of it.	
<b>24/25</b>	<b>To receive reports / information on external meetings.</b>	
	The clerk attended a training session pertaining to the next local elections. Key dates: Starts when the Notice of Election is published on 26 March 2024 • Ends at close of poll on 2 May 2024.	

	Candidate information packs available from 1 March 2024 • Request a pack by contacting electoral.services@rotherham.gov.uk or calling 01709 823 590 • Pre-nomination briefings to be held through March. Dates to be confirmed shortly	
<b>24/26</b>	<b>Individual Councillor reports</b>	
	The following items were raised for the next agenda: <ul style="list-style-type: none"> <li>• To add a grit bin at the top of Serlby Lane</li> <li>• Mirror Packman Lane and Harthill Field Road.</li> <li>• Central area for noting events.</li> </ul>	
<b>24/27</b>	<b>To agree the date and time of the next ordinary Council Meeting. (12<sup>th</sup> March 2024)</b>	
	The date and time of the next Parish Council meeting was confirmed as 7.00pm on Tuesday 12 <sup>th</sup> March 2024. The meeting closed at 9.40 pm	

**Chairman**

**Date 12<sup>th</sup> February 2024**

**Finances**

PAYMENT LIST - FEBRUARY 2024						
Date	Supplier	Item	Cheque No	Cost	VAT	Total
13th February 2024	Salaries	Payroll Employees	IB	£ 1,846.20		
				£ 98.00		
				£ 1,944.20		£ 1,944.20
13th February 2024	HVH Ltd	Village Hall Hire	IB	£ 37.50		£ 37.50
13th February 2024	GD Plant Grower	Winter Pansies	IB	£ 338.50		£ 338.50
13th February 2024	Morley Maintenance	Allotment and Play Area work	IB	£ 820.00	£ 164.00	£ 984.00
13th February 2024	NEST	Pension Contribution	DDR	£ 96.18	£ -	£ 96.18
February 2024				£ 3,236.38	£ 164.00	£ 3,400.38
C/F January				£ 54,977.58	£ 2,962.49	£ 57,940.07
YEAR TOTAL 2023/2024				£ 58,213.96	£ 3,126.49	£ 61,340.45