



Harthill with Woodall Parish Council



Minutes - Ordinary Parish Council Meeting 9th January 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), Mr S Green, Mrs B Gunby, Mrs C Hamer, Mrs C Leigh, Mr P Rowland and Mrs E Simmonite. The Clerk, Caroline Havenhand was in attendance. In attendance Parishioners: no parishioners were in attendance. Councillor J Morley joined the meeting at item 23/169.

Reference	Item	Action
24/1	To receive and approve reasons for absence None	
24/2	To receive declarations of interest in respect of business on the agenda. No interests were declared.	
24/3	To authorise the chairman to sign the minutes of the meeting held on 5th December 2023 as a true and correct record. The minutes were confirmed as a true and correct record and the Chairman accordingly signed the file copy.	
24/4	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. It was resolved that no items required the exclusion of press and public.	
24/5	To note any matters arising (For information only) The clerk advised Council that a letter had gone out from RMBC to the parishioner with regard to an exposed drain on Woodall Lane. Open Forum for Parishioners in Attendance – Public Participation Session A parishioner attended a meeting to discuss planning application RB2023/0975 .	
24/6	To receive an update in respect of planning matters and consider any further action on ongoing applications. In particular, to discuss - RB2023/0975 - Infill of quarry, and change of use to fishery including landscaping works, site clearance, and biodiversity improvements, Former Quarry, Common Road, Harthill. http://rotherham.planportal.co.uk/?id=RB2023/0975 RB2023/1718 - Nonmaterial amendment to application RB2022/0541 to include approved plans, Harthill Reservoir off Woodall Lane, Harthill. http://rotherham.planportal.co.uk/?id=RB2023/1718 RB2023/1720 - Single storey front extension, 4 Union Street, Harthill. http://rotherham.planportal.co.uk/?id=RB2023/1720 RB2023/1111 - Application to vary condition 02 (Approved Plans - changes to boundary wall & driveway) imposed by RB2019/1685 at 67 Firvale, Harthill. Granted Conditionally 30/11/2023.	

	It was resolved to object to application RB2023/0975 , on the basis that there are concerns regarding traffic management of large vehicles during the build, pedestrian safety on this narrow road with traffic entering and leaving the site, nature of infill to be used within the quarry and the health and safety risk to children with the unattended pond.	Clerk
24/7	To receive information on the following ongoing issues and decide further action where necessary:	
24/7.1	To discuss and agree any action in relation to the most recent play inspection report, including any risk issues, and to agree any action. Additionally, to discuss the play surface now that the weed encroachment has been cleared.	
	The latest play inspection report received is 1 st December 2023, and is categorised as moderate risk due to issues with the Teen shelter. The weed encroachment is in process. The clerk is chasing NPG with regard to the steps and RMBC for the prices on the minor repairs. Visits with play companies to look at the specification of proposed work will take place. It was resolved to explore options with regard to what might be used instead of sand as a base for the play area. noted by Council.	Clerk
24/7.2	Following the receipt of additional funding, to receive an up-to-date quotation for the zip-wire and agree the next steps.	
	An updated quotation was received as well as an alternative quote for a new platform, Council resolved to stay with the original design at a cost of £17,488.10. It was resolved that an onsite survey would take place and it is delegated to the clerk to place the order. Possible reduction to be gained from retaining spoil and providing toilet facilities. To be paid for from grants with balance of circa £2k from CIL monies.	Clerk
24/7.3	To receive a response, if any, from RMBC relating to our request for an additional gate on Spens Field	
	The clerk has still not received a response. Council is concerned that something has to be done about the broken fence and so resolved to order a double gate and fit a lock at a cost of £850.00. The clerk is to continue to get appropriate consent in retrospect.	Clerk
24/7.4	To provide an update on the issue of faulty lights on Woodall Lane.	
	RMBC have repaired three of the lights. However, the fourth has been referred to Northern Powergrid as there is an issue with the feed on the overhead line.	
24/7.5	To discuss correspondence from the insurance company relating to Doctor Lane allotments.	
	Its was resolved to pay the hedge contractor to treat the brambles at the end of the garages. Additionally, three bags of Eucalyptus tree have been fly tipped on the allotments and it was resolved to send a letter to a parishioner regarding this.	
24/7.6	To review any progress with the groundwork snagging list by RMBC and agree any action.	
	An update is still awaited on progress. Information noted by Council.	Clerk
24/8	Matters requested by Councillors/Clerk and to agree any action	
24/8.1	To receive any requests for financial assistance.	
	There were no requests for financial assistance.	
24/8.2	To discuss and agree any action with regard to the forthcoming elections in May.	
	The discussion surrounded attracting new members for the next election. It was resolved to make a poster to invite interested parties to attend meetings.	Clerk
24/8.3	To discuss a request received for a footpath at the bottom of Serlby Lane.	
	It would appear that this piece of land does belong to RMBC. It was resolved to request a pavement be put around the edge of the piece of land to make it safer to walk down Serlby Lane.	Clerk
24/8.4	To consider what the Parish Council can do to conserve and enhance biodiversity and to consider a draft policy.	

	A draft policy was circulated. The clerk has booked training this month on how Councils can contribute, so it was resolved to defer this item to February so that she can give feedback on the course.	
24/8.5	To discuss and agree a response to ‘Consideration of Term Dates for 2025/26’ correspondence from RMBC	
	After consideration it was resolved that Council have no objection or comment on the proposal.	Clerk
24/8.6	To discuss a complaint raised by a parishioner’s regarding the spelling of ‘Peregrine Way’ street sign.	
	It was resolved to write to RMBC to raise the issue of the spelling.	Clerk
24/8.7	To receive correspondence from a parishioner relating to an issue with the dog-waste bin on Spens Field and agree any action.	
	A complaint has been received about dog waste being left around on the floor on Spens Field. It was resolved to write to RMBC to see if it would be possible to relocate the Dog Waste Bin to nearer the double gates.	
24/8.8	To discuss correspondence received from a parishioner with regard to a Neighbourhood Watch Group and agree any action.	
	It was resolved to direct the parishioner to the Neighbourhood Watch site and to invite them to attend a parish council meeting once the group is set up and registered.	Clerk
24/8.9	To discuss issues with RMBC website updating and the implications of the external auditors correspondence relating to Gov.uk emails and Councillors using personal emails. To agree any actions.	
	Council resolved that new Councillor emails be set up and a gov.uk domain be sourced for the Council website. This is to comply with audit and GDPR regulations. It was resolved that this would be the best time to align this with a new Parish Council owned website rather than the current one ran by RMBC, as this has issues in terms of updating and functionality. Councillors reviewed local websites and resolved to do this through Vision ICT – the clerk was delegated a budget of up to £1500.00 to do this. Annual ongoing costs for maintenance and email accounts will be around £500.00 annually.	
24/9	Financial Matters	
24/9.1	To receive the RFO’S report.	
	After 9 months of the financial year 100% of anticipated income has been received. 71% of planned expenditure has been spent. CIL monies received £6,497.99 and £ 3,484.24. The account balance on 31 st December 2023 is £106,156.15. 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.	
24/9.2	To receive and verify year end bank reconciliation to 31 st December 2023	
	The bank reconciliation was verified and signed by two Councillors.	
24/9.3	To approve accounts for payments	
	It was resolved that Accounts presented for payment are approved.	
24/9.4	To agree transfers to reserves or adjustments to budget lines.	
	It was resolved that the following transfers be made: None	
24/9.5	To agree items for inclusion in next year’s budget, agree final budget and precept and instruct the Clerk to send precept request to RMBC.	

	It was resolved that the draft budget be agreed as attached. Significant changes being provision towards of £2.8k to support the carnival, £1.5k new website plus ongoing annual costs, 5.5k project costs to mark out Woodall Lane Car Park, repaint pond markers, bench replacements and other projects. General Reserve provision left at 1K though any underspend in current budget may be used to maintain 50% ratio to precept as per reserves policy, The increase in budget over various admin lines is due to increasing costs on staple items. The Clerk produced a 2024/25 budget based on the inclusion of the above items and it was resolved that the budget be accepted and adopted by council. It was further resolved that the clerk submit a precept request for £75,800. Based on this Council believes that this will have a 8.2% increase, which is an increase of £8.26 per annum to parishioners.	
24/10	To note any correspondence	
	Further correspondence has been received about the play area floodlights which the clerk has sent to RMBC.	
24/11	To receive reports / information on external meetings.	
	None	
24/12	Individual Councillor reports	
	The following items were raised for the next agenda: <ul style="list-style-type: none"> • Speed Sign on Winney Hill. 	
24/13	To agree the date and time of the next ordinary Council Meeting. (13th February 2024)	
	The date and time of the next Parish Council meeting was confirmed as 7.00pm on Tuesday 13 th February 2024. The meeting closed at 9.35pm. Councillors Mr S Green and Mrs E Simmonite gave apologies for the next meeting.	

Chairman

Date 13th February 2024

PAYMENT LIST - JANUARY 2024						
Date	Supplier	Item	Cheque No	Cost	VAT	Total
9th January 2024	Salaries	Payroll Employees	IB	£ 1,859.38		
				£ 69.20		
				£ 1,928.58		£ 1,928.58
9th January 2024	HVH Ltd	Village Hall Hire	IB	£ 37.50		£ 37.50
9th January 2024	VAR	Payroll Fees	IB	£ 74.30		£ 74.30
9th January 2024	MKM	Top up 8 bags Rock Salt	IB	£ 44.00	£ 8.80	£ 52.80
9th January 2024	Brookhouse Gas	Village Hall Cooker - Cap gas supply	IB	£ 115.00	£ 23.00	£ 138.00
9th January 2024	NEST	Pension Contribution	DDR	£ 96.18	£ -	£ 96.18
January 2024				£ 2,295.56	£ 31.80	£ 2,327.36
C/F December				£ 52,682.02	£ 2,930.69	£ 55,612.71
YEAR TOTAL 2023/2024				£ 54,977.58	£ 2,962.49	£ 57,940.07