



# Harthill with Woodall Parish Council



Minutes - Ordinary Parish Council Meeting 11<sup>th</sup> June 2024

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

Present: Councillors: Mrs J Pattison (Chairman), Mrs M Havard (Vice-Chair), Mrs S Day, Mrs C Hamer, Mr J Morley, Miss F Radford. The Clerk, Caroline Havenhand was in attendance. One parishioner was in attendance.

<u>Reference</u>	<u>Item</u>	<u>Action</u>
24/83	<b>To receive and approve reasons for absence</b>	
	Apologies and reasons for absence were received from Councillors Mrs B Gunby, Mr S Green and Mrs E Simmonite. It was <b>resolved</b> that the reasons provided were approved.	
24/84	<b>To receive declarations of interest in respect of business on the agenda.</b>	
	No interests were declared.	
24/85	<b>To authorise the chairman to sign the minutes of the meeting held on 14<sup>th</sup> May 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.	
24/86	<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 items relating to staffing require the exclusion of press and public due to the confidential nature of items under discussion.	
24/87	<b>To note any matters arising (For information only)</b>	
	None	
	<b><u>Open Forum for Parishioners in Attendance – Public Participation Session</u></b>	
	Parishioners attended the meeting to discuss: <ul style="list-style-type: none"> <li>The planning application for 1 Thorpe Road.</li> </ul>	
24/88	<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>RB2024/0602</u></b> - Conversion of existing stables and store building to residential dwelling, new detached garage and creation of new access. 91 Serlby Lane, Harthill. <a href="http://rotherham.planportal.co.uk/?id=RB2024/0602">http://rotherham.planportal.co.uk/?id=RB2024/0602</a>  <b><u>RB2024/0684</u></b> - Demolition of existing rear extension and erection single storey rear with new pitched roof to side extension, 2 De Sutton Place, Harthill. <a href="http://rotherham.planportal.co.uk/?id=RB2024/0684">http://rotherham.planportal.co.uk/?id=RB2024/0684</a>  <b><u>RB2024/0677</u></b> - Two storey side and first floor side extension to existing dwelling, alterations To conservatory. 1.5 storey side extension and increase in overall roof height to existing	

	<p>Detached outbuilding/ancillary building. 1 Thorpe Road, Harthill.  <a href="http://rotherham.planportal.co.uk/?id=RB2024/0677">http://rotherham.planportal.co.uk/?id=RB2024/0677</a></p> <p><b>RB2024/0726</b> - Single storey side, front extension and alteration to front fenestrations to Existing outbuilding to create ancillary building. 20 Pryor Mede, Harthill.  <a href="http://rotherham.planportal.co.uk/?id=RB2024/0726">http://rotherham.planportal.co.uk/?id=RB2024/0726</a></p> <p><b>RB2024/0749</b> - Change of use of land to residential garden area including fencing, erection of external staircase and raised patio and alterations to access. 8 Hillcrest Rise, Harthill.  <a href="http://rotherham.planportal.co.uk/?id=RB2024/074">http://rotherham.planportal.co.uk/?id=RB2024/074</a></p>	
	<p>It was <b>resolved</b> that comments be made regarding:  <b>RB2024/0602</b> - Council would not support any encroachment of greenbelt land.  <b>RB2024/0749</b> – Council strongly object to the land being designated for garden land – this has already been refused in a previous application.</p>	
<b>24/89</b>	<b>To receive information on the following ongoing issues and decide further action where necessary:</b>	
24/89.1	To discuss and agree any action in relation to the most recent play inspection report, including any risk issues, and to agree any action.	
	<p>The latest play inspection report received is 4<sup>th</sup> June 2024, and is categorised as moderate risk due to issues with the teen shelter.</p> <p>Designs for a new roundabout and teen area are still under review. It was <b>resolved</b> that other minor works will continue to be monitored. Teen Shelters to be taken out if they deteriorate any further, otherwise Council would prefer that it is taken out when a replacement shelter is sourced.</p>	<b>Clerk</b>
24/89.2	To agree costs for binding historical minutes.	
	It was <b>resolved</b> that the minutes be sent off for binding at a cost of £130.00 each. Up to 4 binders anticipated.	<b>Clerk</b>
24/89.3	To provide an update on the Harthill Active Travel meeting and discussions with Canal and River Trust regarding Woodall Lane.	
	<p>Information is awaited on how the group can put together a feasibility study to try and get the Cycle path higher up the priority list in RMBC to give it a chance of going on a funding bid. This includes an idea of costings for RMBC to potentially produce such a report with the input of local data provided by the group. Council <b>resolved</b> to offer to pay for the cost of the meeting room.</p> <p>With regards to the Woodall Lane Bridleway, it was <b>resolved</b> to arrange a meeting with CRT and the RMBC footpaths team.</p>	<b>Clerk</b>
24/89.4	To receive an update on the broken Camera and a costing to switch the pipe around the play area and adjust the Camera on the tots play area.	
	The clerk advised that the contractor had visited the site and a quotation had been obtained. It was <b>resolved</b> that a quote of £395 be accepted to provide a bracket to adjust the camera to give a wider view of the tots play area and that a quote of £715 be accepted for a new conduit to be fitted to replace the vulnerable plastic casing around the bowling green. This is on the understanding that this work will include replacing the cable causing a loose connection on one of the car park cameras.	<b>Clerk</b>
24/89.5	Following an article in the Hart, to further discuss and agree potential bench locations and cost.	

	No requests came forward for memorial benches following The Hart. It was <b>resolved</b> to defer this matter to September to see whether any enquiries are received.	<b>Clerk</b>
24/89.6	In view of a forthcoming retirement, to discuss and agree the role of the village handyman going forward and when it will be advertised	
	It was <b>resolved</b> to convene a meeting of the staffing committee in early August to draw up a role profile and job description and deal with the recruitment process in accordance with its terms of reference. Additionally, Cllr Radford will check with a contact at RMBC as to whether any service agreements are feasible to cover maintenance tasks.	<b>Clerk</b>
24/89.7	To provide an update on the broken lamp post on Doctor Lane	
	The clerk advised that RMBC had confirmed that a reinstatement of the lamp post is scheduled for this week and had indeed been fixed that morning.	
24/89.8	To discuss a further query by parishioners regarding the Cherry Trees on Festival Verge.	
	<p>RMBC have visited the trees and given the following response  “2 x Prunus (Cherry) species trees set in the highway verge next to remains of trough/cross and by Parish Council benches.</p> <p>Both trees are in fair condition, with reasonable prospects. Estimated 10-15 years ULE (Useful life expectancy)  Both trees have some decay confined to isolated patches on branches and stubs where pruning has taken place.  Neither tree has significant defects in scaffold or main branches/branch junctions.</p> <p>Tree works such as pruning are not advised as necessary at this stage. If the trees need clearance from the highway and footpath, then this would be advised only to provide sufficient clearance, but excessive pruning will only remove crown volume and likely result in further decline in health. The maintenance of the trees by minimal intervention is advisable, until such time as they cannot be maintained in this way due to advancing decay, and then removal and replacement may be considered.</p> <p>Pollarding, as discussed, is not something we would recommend for this tree species. Almost certainly this would result in the death of the trees.”</p> <p>Council <b>resolved</b> to take no further action at this time.</p>	
<b>24/90</b>	<b>Matters requested by Councillors/Clerk and to agree any action</b>	
24/90.1	To receive any requests for financial assistance.	
	There were no requests for financial assistance.	
24/90.2	To provide an update on a meeting with RMBC regarding grass cutting.	
	The clerk advised that a meeting has been scheduled for Monday 17 <sup>th</sup> June 2024. Information noted by Council.	<b>Clerk</b>
24/90.3	To discuss waste removal from the Well Area/Festival Verge and issues raised with bins on the play area.	
	It was <b>resolved</b> to pay for an additional brown bin for the Well Area and that all Councillors visit the play area so that bin allocation can be fully discussed at the July meeting.	<b>Cllrs.</b>
24/90.4	To discuss collation of Christmas events by the clerk.	
	It was <b>resolved</b> that Cllr. F Radford will set up a google calendar and the link to this will be placed on the Parish Council website.	<b>Cllr F Radford</b>

24/90.5	To discuss concerns raised regarding an overgrown hedge on Union Street.	
	It was <b>resolved</b> that enforcement be asked to deal with the hedge as it is blocking the pavement.	<b>Clerk</b>
24/90.6	To discuss and agree the use of Spens Field by a local football team.	
	It was <b>resolved</b> that, subject to evidence of insurance, the team be allowed to play on Spens Field. The team will deal with additional cuts, marking and goals.	<b>Clerk</b>
24/90.7	To discuss correspondence received regarding the beacon	
	It was <b>resolved</b> that this matter be discussed with the Carnival Society at a meeting in September.	<b>Clerk</b>
<b>24/91</b>	<b>Allotments</b>	
24/91.1	To receive the minutes from the latest allotment and garden committee meeting.	
	The minutes were received and noted.	
24/91.2	To decide whether Council should allow Bees on allotment sites.	<b>Clerk</b>
	It was <b>resolved</b> that Bees are not allowed on any Harthill allotment sites.	
24/91.3	To discuss grubbing list that has been created by the clerk and the chairman following a tour of the Parish.	
	It was <b>resolved</b> that this matter be raised at the meeting with RMBC. The clerk advised that a local contractor would be employed for one day initially and then to see if further work was needed.	<b>Clerk</b>
<b>24/92</b>	<b>Policies</b>	
24/92.1	Following a new model document from NALC, to consider adoption of revised Financial Regulations.	
	It was <b>resolved</b> that this matter be deferred until September meeting as a few queries with the new document have been raised.	<b>Clerk</b>
<b>24/93</b>	<b>Financial Matters</b>	
24/93.1	To receive the RFO'S report.	
	<p>a) After 2 month of the financial year 50% of anticipated income has been received. Outstanding rents are being chased, £1,495.14 has been collected up to the end of April. 8% of planned expenditure has been spent.</p> <p>b) The account balance on 30<sup>th</sup> May 2024 is £107,629.92</p> <p>c) The first stage of the 2024/2025 Precept (£37,900.00) has been received from RMBC</p> <p>d) CIL monies received £3,484.24. This relates to the Winney Hill development.</p> <p>e) VAT Refund received £1,173.86.</p> <p>Information noted by Council.</p> <p>The clerk advised that she had purchased a shredder under the clerk's delegation to allow the old files in the cupboard to be properly shredded. Additionally, there has been a very small overspend of £3 on the plastic pond markers agreed by Council. These were both noted and agreed by Council retrospectively.</p>	
24/93.2	To receive and verify bank reconciliation to 31 <sup>st</sup> May 2024	
	The bank reconciliation was verified and signed by two Councillors.	
24/93.3	To approve accounts for payments	
	It was <b>resolved</b> that Accounts presented for payment are approved.	
24/93.4	To agree any transfers to reserves or adjustments to budget lines.	
	It was <b>resolved</b> that the following transfers be made:	

	£6,000 from ER Play Area to current account to pay for the Cableway £9,711.72 from ER Play Area to current account to pay for the Cableway £1,051.08 from ER CIL Monies to current account to pay for the Cableway	
<b>24/94</b>	<b>To note any correspondence</b>	
	None	
<b>24/95</b>	<b>To receive reports / information on external meetings.</b>	
	There have not been any external meetings.	
<b>24/96</b>	<b>Individual Councillor reports</b>	
	From the items raised the following items were added to next month's agenda <ul style="list-style-type: none"> <li>• None</li> </ul>	
<b>24/97</b>	<b>To agree the date and time of the next ordinary Council Meeting. (9<sup>th</sup> July 2024)</b>	
	The date and time of the next Parish Council meeting was confirmed as 7.00pm on Tuesday 9 <sup>th</sup> July 2024. The meeting closed at 8.55 pm.	

**Chairman**

**Date 9<sup>th</sup> July 2024**

## Finances

PAYMENT LIST - JUNE 2024						
Date	Supplier	Item	Cheque No	Cost	VAT	Total
11th June 2024	Salaries	Payroll Employees	IB	£ 1,894.06		
				£ 112.40		
				£ 2,006.46		£ 2,006.46
11th June 2024	HMRC	Quarterly PAYE payment	IB	£ 1,537.89	£ -	£ 1,537.89
11th June 2024	HVH Ltd	Village Hall Hire	IB	£ 52.00	£ -	£ 52.00
11th June 2024	Sutcliffe Play	Cableway Trolley, Carriage & Packing Charges	IB	£ 550.00	£ 110.00	£ 660.00
11th June 2024	Spectrum Futures CIC	Payroll Administration and Enrolment Support	IB	£ 39.30	£ -	£ 39.30
11th June 2024	John Brailsford Print	Village Newsletter Winter including artwork	IB	£ 835.00	£ -	£ 835.00
11th June 2024	Turtle Engineering Limited	iPAD Electrode Pads for the SP1 Defibrillator	IB	£ 109.98	£ 22.00	£ 131.98
11th June 2024	Canal River Trust	Annual Trust Membership	IB	£ 50.00		£ 50.00
11th June 2024	RMBC	Ground Maintenance Work	DD	£ 1,702.51	£ 340.50	£ 2,043.01
11th June 2024	Re-imburse Clerk	New PC shredder	IB	£ 48.32	£ 9.67	£ 57.99
11th June 2024	KCM Waste Management	Skip for Doctor Lane Allotments	IB	£ 178.50	£ 35.70	£ 214.20
11th June 2024	Ted Bar Tinker Ltd	Coloured Plastic Sheets to cover pond markers	IB	£ 32.32	£ 6.47	£ 38.79
11th June 2024	Hedge Contract GT	Part contract payment	IB	£ 1,265.00		£ 1,265.00
14th June 2024	Business Stream	Firvale Allotments	DDR	£ 54.88		£ 54.88
14th June 2024	Business Stream	Thorpe Road Allotments	DDR	£ 54.88		£ 54.88
11th June 2024	NEST	Pension Contribution	IB	£ 99.52		£ 99.52
JUNE 2024				£ 8,616.56	£ 524.34	£ 9,140.90
C/F				£ 24,771.27	£ 3,547.33	£ 28,318.60
YEAR TOTAL 2024/2025				£ 33,387.83	£ 4,071.67	£ 37,459.50