



# Harthill with Woodall Parish Council



## Minutes – Ordinary Parish Council Meeting 14<sup>th</sup> April 2026

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

Present: Councillors: Mrs J Pattison (Chairman), Ms M Havard (Vice-Chair), Mrs S Day, Mr S Green, Ms. C Hamer, Ms M Havard, Miss F Radford and Mrs E Simmonite. The Clerk, Caroline Havenhand was in attendance. Three parishioners were in attendance.

Reference	Item	Action
<b>26/45</b>	<b>To receive and approve reasons for absence</b>	
	Apologies and reasons for absence were received from Councillors: Mr J Morley and Mrs B Gunby. It was <b>resolved</b> that the reasons provided were approved.	
<b>26/46</b>	<b>To receive declarations of interest in respect of business on the agenda.</b>	
	No additional interests were declared.	
<b>26/47</b>	<b>To authorise the chairman to sign the minutes of the meeting held on 14<sup>th</sup> March 2026 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.	
<b>26/48</b>	<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 matters require the exclusion of press and public due to the confidential nature of items under discussion.	
<b>26/49</b>	<b>To note any matters arising (For information only)</b>	
	The clerk reminded Council that allotments rents are due on Saturday morning and Councillor J Pattison is to attend with the clerk.	
	<b>Open Forum for Parishioners in Attendance – Public Participation Session</b>	
	A parishioner attended to discuss issues at Harthill ponds.	
<b>26/50</b>	<b>To receive an update in respect of planning matters and consider any further action on ongoing applications. In particular, to discuss –</b>	
	<p><b>RB2026/0399</b> - Erection of single storey side extension, single storey rear extension, replacement pitched roof to replace flat roof side extension, new vehicle access and drop kerb to front, boundary treatment and gate 17 Glebe Avenue, Harthill.  <a href="http://rotherham.planportal.co.uk/?id=RB2026/0399">http://rotherham.planportal.co.uk/?id=RB2026/0399</a></p> <p><b>RB2026/0461</b> - Discharge of conditions 05 (WSI), 06 (contamination) &amp; 07 ((Remediation scheme) imposed by RB2024/1005 Harthill House, Woodall Lane, Harthill. <a href="http://rotherham.planportal.co.uk/?id=RB2026/0461">http://rotherham.planportal.co.uk/?id=RB2026/0461</a></p>	

	<p><b>RB2026/0395</b> - Removal of signage to the front, external alterations and alterations to fenestrations to all elevations and render the existing dwelling 96 Union Street, Harthill. <a href="http://rotherham.planportal.co.uk/?id=RB2026/0395">http://rotherham.planportal.co.uk/?id=RB2026/0395</a></p> <p><b>RB2026/0307</b> - Application for Lawful Development Certificate re: proposed single storey rear extension and conversion of detached garage and alterations to fenestrations, 21 Winney Hill, Harthill. Already approved. <a href="http://rotherham.planportal.co.uk/?id=RB2026/0307">http://rotherham.planportal.co.uk/?id=RB2026/0307</a></p> <p><b>RB2026/0039</b> Demolition of existing side conservatory &amp; erection of two storey front, two storey rear extension, single storey side extensions, single storey rear extension &amp; boundary treatment &amp; gate at 37 Serlby Lane Harthill. Granted Conditionally 02/04/2026</p> <p><b>RB2025/0694</b> - DOE Reference: 6002593 Appeal Application to vary condition 02 (approved plans) (to allow changes to the design of the dwelling) imposed by RB2023/1512 at land adjacent 9 Woodall Lane, Harthill. Dismissed 23/03/2026</p> <p><b>RB2026/0161</b> - Trees &amp; Woodlands Proposal Application to undertake works to a tree within Harthill conservation area at 68 Union Street, Harthill. No Objections 11/03/2026</p> <p><b>RB2026/0202</b> - Trees &amp; Woodlands Proposal Application to undertake works to trees within Harthill conservation area at 22 Union Street, Harthill. No Objections 11/03/2026</p> <p><b>RB2025/1661</b> - Trees &amp; Woodlands Proposal Application to undertake works to a tree(s) protected by TPO No. (No.2) 1971 at All Hallows Church, Union Street, Harthill. Granted Conditionally 10/03/2026</p> <p><b>RB2025/1504</b> - Erection of a two-storey side extension, landscaping works and access steps to the side at The Old Barn Serlby Lane, Harthill. Granted Conditionally 06/03/2026</p> <p>To agree letter to RMBC in connection with the Adequacy of Consultation for the Whitestone Solar Farm proposal, for the further focused consultation.</p> <p>To note a planning application for solar development in Rotherham.</p> <p><b>RB2025/0714</b> - Land Off Morthen Lane - Construction, operation, and subsequent decommissioning of a renewable energy park, comprising ground mounted solar photovoltaic (PV) together with associated infrastructure including inverters, substation compound, cabling, access tracks, fencing, and landscaping. <a href="http://rotherham.planportal.co.uk/?id=RB2025/0714">http://rotherham.planportal.co.uk/?id=RB2025/0714</a></p>	
	<p>It was <b>resolved</b> that the final version of the adequacy of consultation letter be deferred until next meeting and be combined with the comments on the main public consultation.</p> <p>Council noted the further solar development application for the Rotherham area, and will check that this is included in cumulative impacts when the Whitestone Solar Farm proposal is submitted to the Planning Inspectorate.</p>	Clerk
26/51	<b>To receive information on the following ongoing issues and decide further action where necessary:</b>	
26/51.1	To discuss and agree any action in relation to the most recent play inspection report, including any risk issues.	

	The latest play inspection report received is dated 9 <sup>th</sup> April 2026 and is categorised as moderate. Installation of the boulders and removal of the teen shelter is still awaited when the ground is firmer. The clerk pulled together a copy of the report by type of repair. It was <b>resolved</b> to get a quote for all the issues relating to surfacing.	<b>Clerk</b>
26/51.2	To receive a copy of the planning application relating to the Leisure Centre and planning reference allocated.	
	The clerk circulated a copy of the final planning documents and planning statement to Council. This is now awaiting a planning number and acceptance by RMBC. The application required a fee of £396.00 payable direct to RMBC, which is on top of the architect fees. It was <b>resolved</b> to ratify the payment of the fee by the clerk and to settle the architect's invoice.	<b>Clerk</b>
26/51.3	To agree an instruction to Ilett and Clark in relation to a new lease for the new CIO. To agree outline terms.	
	With the Hartill with Woodall Association moving towards a more modern charity structure and wanting to sub-let rooms within the centre the hire arrangements will need to be by way of a lease rather than a tenancy agreement. It was <b>resolved</b> to grant a six-year lease, renewable after that time with a subletting clause allowed for up to 5 years and 11 months. This will be a peppercorn rent with internal repair responsibility initially and external grounds maintenance including bowling green maintenance, once the centre is earning more than 5k per annum in profit. The clerk is to refer the matter to Ilett and Clark to draft a lease for when the CIO is created by the Charity Commission.	<b>Clerk</b>
26/51.4	To provide an update on the Football Pitch and Mole issues.	
	The clerk reported that the pitch is now under renovation for next season. Good progress is being made with the mole removal. This will continue to be monitored.	<b>Clerk</b>
<b>26/52</b>	<b>Matters requested by Councillors/Clerk and to agree any action</b>	
26/52.1	To receive any requests for financial assistance.	
	It was <b>resolved</b> to make a grant of £1500.00 to Harthill Carnival.	<b>Clerk</b>
26/52.2	To set the date for the Annual Parish Meeting. (suggested 6 pm, 12 <sup>th</sup> May 2026)	
	It was <b>resolved</b> to set the date of the Annual Parish Meeting for 12 <sup>th</sup> May 2026 at 6.30pm.	<b>Clerk</b>
26/52.3	To agree the cost of the next Parish newsletter and suggest any content.	
	The cost of the issue will be £990.00. A new delivery list has been drawn up with smaller numbers that to some additional volunteers and is being circulated by the clerk. It was <b>resolved</b> to produce the letter for delivery in early June.	<b>Clerk</b>
26/52.4	To discuss recent email issues and check all Councillors can now access the new email accounts.	
	There were a few Councillors struggling with access and it was <b>resolved</b> that the clerk re-send passwords.	
26/52.5	To receive correspondence from South Yorkshire Mayoral Combined Authority and agree any action.	
	It was <b>resolved</b> that Councillor S Day attend on behalf of Harthill with Woodall Parish Council. The clerk will also attend if numbers permit.	<b>Cllr. S Day</b>
26/52.6	To discuss issues raised relating to water safety at Harthill Reservoir.	
	It was <b>resolved</b> to write to CRT to ask about safety relating to swimmers and other reservoir users in view of lack of clarity on the cause of multiple fish deaths. Council	<b>Clerk</b>

	wishes to be reassured that the environmental agency is aware of the situation and has assessed user safety.	
<b>26/53</b>	<b>Allotments</b>	
26/53.1	To receive and approve the minutes of the allotment meeting held on and agree action in relation to the Hanging Baskets for 2026.	
	Correspondence has been received from RMBC relating to additional inspection reports required before hanging baskets can be attached to lamp posts – this is a significant additional cost to the parish. Our Ward Councillors are raising this urgently and we await an update.	<b>Clerk</b>
26/53.2	To discuss any progress with sourcing a new gate for Firvale.	
	A quote has been obtained, further quotes are being sought.	<b>Clerk</b>
<b>26/54</b>	<b>Policies – To review and approve the following Policies for a period to be agreed:</b>	
26/54.1	Bio-diversity Policy (1 year)	
	It was <b>resolved</b> that the Bio-Diversity Policy be re-adopted unchanged for 1 year.	<b>Clerk</b>
26/54.2	Code of Conduct (2 years)	
	It was <b>resolved</b> that the Code of Conduct be re-adopted unchanged, to be reviewed again in 2 years.	<b>Clerk</b>
<b>26/55</b>	<b>Financial Matters</b>	
26/55.1	To receive the RFO'S report.	
	<p>The Clerk and Responsible Financial Officer had previously circulated the year end cashbook.</p> <p>Balance on current account at year end 31st March 2026 is £6,330.65.</p> <p>The remaining VAT refund, relating to February and March invoices from 2025/2026 has now been received for £483.66, all VAT for 2025/2026 has therefore been reclaimed.</p> <p>A summary of reserves was presented to Council as at year end:</p> <p>Capital Reserves - £2,803.82, this may only be spent on Capital expenditure and derives from land sale.</p> <p>General Reserves - £38,265.19 this is to provide for delay in precept or unbudgeted emergency spend. This currently represents 42% of precept, please see Council's reserve policy.</p> <p>Earmarked Reserves - £71,252.51</p> <p>Earmarked Reserves Breakdown</p> <p>£15,483.90 – To maintain play area and provide for planned updates.</p> <p>£ 8,000.00 – Provided for Leisure Centre Repairs.</p> <p>£ 7,000.00 – Provided for Village Hall Repairs – ongoing reserve</p> <p>£ 1,000.00 – Legal Fee provision</p> <p>£ 2,425.00 – To provide for replacement defibrillator</p> <p>£ 4,085.00 – Outstanding contracts 2025/2026</p> <p>£ 1,500.00 – Election Reserve – Ongoing reserve</p> <p>£ 26,493.62 – CIL Monies</p> <p>£ 4,000.00 – Salary Reserve</p> <p>£ 1,264.99 – Interest</p> <p>It was <b>resolved</b> that the interest be allocated to Leisure Centre Reserves.</p> <p>Information noted by Council.</p>	

26/55.2	To receive and verify bank reconciliation to 31 <sup>st</sup> March 2026.	
	The bank reconciliation was verified and signed by two Councillors.	
26/55.3	To approve accounts for payments	
	It was <b>resolved</b> that accounts presented for payment are approved.	
26/55.4	To agree any transfers to or from reserves.	
	It was <b>resolved</b> that following review of the year-to-date management accounts against budget, that the following transfers be made: <ul style="list-style-type: none"> <li>• £1000.00 from CA to GR from budget.</li> <li>• £1000.00 from CA to ER Salaries from budget.</li> <li>• £1000.00 from CA to ER Leisure Centre</li> <li>• £790.00 from ER to CA to cover Thorpe Road Works.</li> </ul>	<b>Clerk</b>
26/55.5	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.	
	Council reviewed the Annual Governance and Accountability return, including the Internal Auditors report (AIAR), which had been previously circulated. It was <b>resolved</b> that the Annual Internal Audit Report 2025/2026, included at Page 3 of the Annual Governance and Accountability Return, along with the Internal Auditors written report, be noted, and that Council agreed that effective internal controls are in place. It was further <b>resolved</b> that having reviewed the system of internal controls no changes to financial controls are necessary. A small change to the IT policy has been recommended and the clerk will present a revised policy at the next meeting. The Chairman's Allowance Policy will also be reviewed. It was <b>resolved</b> to pay the IA invoice upon presentation.	<b>Clerk</b>
26/55.6	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) 2025-2026, this to then be signed by the Clerk and the Chairman of the meeting.	
	Following the review of the effectiveness of the system of internal controls, and having no issues raised when considering the findings, it was <b>resolved</b> that Harthill with Woodall Parish Council complete and approve section 1 of the Annual Governance Statement 2025/2026 on page 4 of the Annual Governance and Accountability Return. The Chairman and Clerk signed the declaration.	
26/55.7	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 2025 to 31st March 2026. The Chairman of the meeting to then sign section 2 of the Annual Governance and Accountability Return (AGAR).	
	Following the signing of section 2 of the AGAR by the Responsible Financial Officer. Council considered section 2 of the Annual Governance and Accountability Return. It was <b>resolved</b> that Harthill with Woodall Parish Council approve Section 2 - Accounting Statements 2025/2026 on page 5 of the Annual Governance and Accountability Return 2025/2026 and that the Chairman sign the declaration. Documents now to be submitted to approved external auditor PKF, cost for limited assurance review will be £420.00.	<b>Clerk</b>
26/55.8	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. (Wednesday 3rd June 2026 to Tuesday 14th July 2026)	

	It was <b>resolved</b> to set a date for the period during which electors and interested persons may exercise rights relating to the Annual Accounts - Wednesday 3rd June 2026 to Tuesday 14 <sup>th</sup> July 2026.	<b>Clerk</b>
26/55.9	To note receipt of the first half of the precept and to agree transfers to reserves or adjustments to budget lines in the new 2026-2027 budget.	
	The clerk noted receipt of the first part of the precept – there are no adjustments to budget at this time.	
26/55.10	To receive Councillors report on quarterly review of receipts and payments.	
	This matter was deferred until the next meeting as the account binders have just been received back from the Internal Auditor.	<b>Clerk</b>
<b>26/56</b>	<b>To receive any correspondence not already covered on the agenda, including correspondence relating to the poor condition of Rotherham Lane and an allotment complaint.</b>	
	A letter was received from a previous trustee of the Harthill with Woodall Community Association expressing concerns over plans for the Leisure Centre. A draft reply was discussed for a response by the clerk. Council will fully outline the reasons for partial change of use in the planning statement when the planning application is submitted.	<b>Clerk</b>
<b>26/57</b>	<b>To receive reports / information on external meetings.</b>	
	There were no reports from external meetings.	
<b>26/58</b>	<b>Individual Councillor reports</b>	
	Items discussed raised the following items for April's agenda: <ul style="list-style-type: none"> <li>• None</li> </ul>	
<b>26/59</b>	<b>To agree the date and time of the next ordinary Council Meeting. (12<sup>th</sup> May 2026)</b>	
	The date and time of the next ordinary Parish Council meeting was confirmed as 7.00 pm on Thursday 12 <sup>th</sup> May 2026. The meeting closed at 9.10 pm.	<b>Clerk</b>

**Chairman's Signature**

**Date 12<sup>th</sup> May 2026**

## Finances

PAYMENT LIST - APRIL 2026		HARTHILL WITH WOODALL PARISH COUNCIL				
DATE	SUPPLIER	ITEM	CHQ OR IB	COST	VAT	TOTAL
9th April 2026	Planning Portal	LC Planning Application	DDR	£ 380.83	£ 15.17	£ 396.00
14th April 2026	Salaries including expenses	Payroll Employees	IB	£ 2,040.28		£ 2,040.28
14th April 2026	FH Accountancy Services	Internal Audit	IB	£ 454.05		£ 454.05
14th April 2026	Harthill Carnival	Grant under GPOC	IB	£ 1,500.00		£ 1,500.00
14th April 2026	HVH Ltd	Room Hire	IB	£ 89.00		£ 89.00
14th April 2026	RMBC	Spring Fitting	IB	£ 47.00		£ 47.00
14th April 2026	YLCA	Subscription	IB	£ 693.00		£ 693.00
14th April 2026	Community First	Subs 2025/2026	IB	£ 35.00	£ 7.00	£ 42.00
14th April 2026	Hawkswood Tree Services	Thorpe Road plus DL Spray	IB	£ 790.00		£ 790.00
14th April 2026	Lloyds Bank PLC	Montly Bank Fees	FEE	£ 8.50		£ 8.50
14th April 2026	Yorkshire In Bloom	Competition Fee	IB	£ 25.00		£ 25.00
14th April 2026	JVN Design Ltd	Drawings for Leisure Centre	IB	£ 1,105.00	£ 221.00	£ 1,326.00
14th April 2026	NEST	Pension Contribution	DDR	£ 256.44		£ 256.44
APRIL 2026				£ 7,424.10	£ 243.17	£ 7,667.27
Carried Forward				£ -	£ -	£ -
YEAR TOTAL 2026/2027				£ 7,424.10	£ 243.17	£ 7,667.27