

TODWICK PARISH COUNCIL

Minutes of the meeting held in Todwick Village Hall at 7.00p.m. on Tuesday 18th September 2018. The meeting had been brought forward by one week from the original date.

Present

Councillor Lightfoot
 Councillor Newbold
 Councillor White – In the Chair
 Councillor Wright
 Leslie Carr
 Janice Godfrey
 Vanessa Stickland
 Emma Plummer
 John Laycock
 9 Other Members of the Public
 J R Walker – Clerk & Financial Officer

18/54 APOLOGIES

Councillors Carter, Dixon, Gregory, Jeffrey and Robinson had given an apology for non-attendance.

18/55 APPROVAL OF THE MINUTES

Ordinary Meeting 31st July 2018

There were no amendments and the minutes were signed as a correct record.

18/56 MATTERS ARISING

1. 18/49

Lightfoot had been contacted by someone participating in the Duke of Edinburgh Award Scheme and considering volunteering to assist with village maintenance activities.

Resolved to await Councillor Gregory's return before considering further.

2. Open Session

White referred to a response received from Police Inspector Bakewell following the Parish Council meeting on the 31st July.

She had spoken to the Safety Camera Partnership:-

Location of SCP vehicles - Vans are deployed on Dept. for Transport criteria on KSI (Killed or Seriously Injured) locations. However communities can raise concerns around speed, traffic flow, schools etc. This is usually best done through RMBC in the first instance or the SCP by email info@safetycamera.org or phone (01709) 832 499. Explain the site where the problem is and they will complete a speed survey and assess whether it is safe to deploy a van or bike.

Revenue – If people are referred to a driver improvement course, £45 of the cost goes towards course admin and the remainder goes to SYP to be used in road safety initiatives. Fines go straight to the treasury, central govt.

Self-funding a static camera – The housing and pole are the property of RMBC and cost between £60 and £70 k. The enforcement remains with the SCP, if it did not fit the criteria then it would not be enforced, if it did the SCP would install one.

Community Speedwatch – PCSO Dane Plant was happy to arrange this and will speak to school when they get back if it's preferred to complete with school children. He will also arrange the paperwork re pavement parking to go in their bookbags and will complete some patrols regarding pavement parking.

Resolved to ask Inspector Bakewell whether PCSO Dane Plant had now arranged a Community Speedwatch with the school and had completed any patrols regarding pavement parking.

18/57 DECLARATION OF MEMBER'S INTERESTS

There were no declarations of interest.

18/58 URGENT ITEMS FOR LATER CONSIDERATION

1. Closure of Day Care Centres

18/59 CLERK'S REPORT

Clerk had undertaken all the duties placed on him at the last meeting.

Clerk reported:-

- PKF Littlejohn LLP (External Auditor) had completed the review of the Annual Governance and Accountability Return for the year ended 31st March 2018. This and associated documentation had been forwarded to Members. A Notice of Completion of Audit had been prepared, displayed and published on the Council's Website. Copies of the AGAR had been made available for purchase as required and Sections 1, 2 and 3 of the published AGAR would remain available for public access for a period of not less than 5 years from the date of publication.
Members considered the matter arising from the review and **Resolved** that no action was required.
- He had written to HM Revenue and Customs with a view to submitting an interim claim for reimbursement of VAT following the extra-ordinary payments made related to the construction of the multi-use games area. The reply confirmed that it would be possible to submit an interim claim but there were some aspects requiring further clarification and he had subsequently sent an e-mail requesting the missing information.

18/60 FINANCIAL OFFICER'S REPORT

	£
Monies received	
1. British Gas – FIT Payment	798.39
2. Judith Solley – Poppy	4.00
3. Veolia – Grant towards Cost of MUGA	18444.00
4. RMBC – Second Half-year Precept	22200.00
5. Barclays Bank – Interest	33.75

Payments made since last meeting

1. Aviva – Clerk’s Pension	17.57
2. PKF Littlejohn LLP - Audit Fee	360.00
3. RMBC – Event Application	16.00
4. PPG Architectural Coatings - Floor Paint	48.62
5. David Gregory – Travelling Expenses	28.80
6. Todwick Village Hall – Rent	16.50
7. Travis Perkins – Inspection Chamber	65.76
8. RMBC – TENs Licence	16.00
9. Stag Electrics – Electrical Work at Sports Pavilion	54.00
10. Streetscape Ltd – Construction of MUGA	60000.00
11. Brian White – Expenses re Rec. Grd. Wks.	22.34
12. HMRC – August Tax/NI	345.47
13. Wicksteed Leisure Ltd – Play Equipment Inspections	108.00
14. J R Walker – August Salary/Expenses	599.09
15. Streetscape Ltd. – MUGA Works	19500.00
16. RMBC - Grounds Maintenance	3707.44
17. M Hayward - Grounds Maintenance	236.00
18. Cream Creative – “Informer” Printing	97.50
19. HMRC – September Tax/NI	345.87

Payments to be made

1. J R Walker – September Salary/Expenses	610.99
2. Elliott – Barrier for Bonfire Event	328.00

Un-presented cheques

1. RMBC – Events Licence	16.00
2. Cream Creative – “Informer” Printing	97.50
3. HMRC – September Tax/NI	345.87

Present bank statement balances

Business Saver Account (Cheque Feeder)	£27,022.64	Community Account (Cheque)	£1.00
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18/61 CORRESPONDENCE

1. South Yorkshire Police and Crime Panel – Annual Report 2017/18

Correspondence had also been received via E-mail and forwarded by the Clerk to Members on receipt. The Clerk had replied where appropriate.

1. Various Councillors – Meeting Minutes and Future Agenda
2. Voluntary Action Rotherham – Various Email Bulletins
3. Rural Action Yorkshire – Various Email Bulletins
4. RMBC – Various Weekly Planning Lists
5. RMBC – Various Traffic Delay Reports
6. RMBC – Notice of Alteration to Electoral Roll
7. YLCA – Weekly Bulletins from The National Association of Local Councils
8. YLCA – Various Clerk Vacancies

9. YLCA – Various Chief Executive Bulletins
10. YLCA – Various Training Events
11. YLCA – White Rose Updates
12. YLCA – Various Requests for Information
13. YLCA – Various Newsletters
14. Community First Yorkshire – Rural News and Funding Bulletin
15. NALC – Weekly Newsletters
16. Community First Yorkshire – Various News Updates
17. Various Councillors – July Minutes and September Agenda
18. RMBC – Publication of Contact Details for Clerk
19. RMBC – Members Personal Interest Forms
20. RMBC – Report of Problem with Road Sign/Bollard
21. Various Councillors – Newsagent and Suggested Article for “The Informer”
22. Various Councillors – Multi Use Games Area
23. Voluntary Action Rotherham - The Rotherham Community Achievement Awards
24. PKF Littlejohn LLP - AGAR Section 3 External Auditor Report
25. SYPTE - Community Transport Consultation: Saturday 14 July to Sunday 26 August 2018
26. Streetscape/Various Councillors – Todwick Sports Area Site Works
27. Norman Anderson – July Invoice
28. Norman Anderson – Crime Statistics for June
29. Councillor Newbold and RMBC - Pothole on Goosecarr Lane
30. YLCA - Revised GDPR Toolkit
31. Councillor White – TENs Licence
32. Councillor Gregory – Drain Cover for Pavilion
33. SYPTE - Rotherham Interchange and Car Park Refurbishment: Progress update July 2018
34. Councillor Gregory – Shutters
35. YLCA – Government Shale Gas Exploration and Production Planning Consultations
36. YLCA – Consultation on Green Paper for Adult Social Care and Well-being
37. Councillor White – Bonfire
38. Councillor Gregory – Report by Police Inspector Bakewell
39. Various Councillors – Change of Date for September Council Meeting
40. Councillor White – Insurance Details
41. Councillor White – Invoice for MUGA
42. YLCA - One-day Conference 2018
43. Councillor Dixon – Personal Interest Form
44. Councillor Gregory – Community Skip
45. Norman Anderson – Hall Booking for September Meeting
46. Councillors Dixon and White – Assistance Given by Paul Day at Recreation Ground Works
47. RMBC – Members Personal Interest Form
48. Councillor White – Streetscape Invoices
49. Councillor White – Submission of Project Update Form to Veolia
50. Veolia – Approval of Project Update Form and Release of Further Grant
51. Councillor White – Events Licence: Bonfire
52. Various Councillors and RMBC – Planning/ Highway Issues at Osborne Road (numerous)
53. YLCA - Request for Financial Information from Bramhope & Carlton Parish Council
54. Veolia – Bank Transfer of Additional Grant Monies
55. Councillor Lightfoot – Holidays
56. Councillor Lightfoot – Problem Surfacing at Children’s Playground

57. Councillor White – Bonfire Responsibilities
58. YLCA – Community Led Housing Conference
59. YLCA – Fee Increase by the National Cilca Operations Group
60. RMBC - Health and Safety Session
61. Councillor Gregory – Clerk’s Pension
62. Aviva Rail North – Industrial Action Update
63. Councillors Dixon and Gregory – Personal Interest Forms
64. Chesterfield Canal Trust – 18th Electronic Newsletter
65. Councillor Newbold and RMBC – Concrete Post on Kiveton Lane
66. Various Councillors and RMBC – Numerous E-mails: Site Work on Land at Osborne Road/Rear of Rayls Rise
67. Councillor Gregory – Wicksteed Leisure Invoice
68. Councillors Carter and White – MUGA
69. Councillor White – TENS Licence
70. Councillor White - Second Streetscape Cheque
71. YLCA – Half-Day Training on VAT
72. YLCA - Updated GDPR Toolkit Produced for the National Association of Local Councils
73. Councillor Newbold and RMBC – Fly-tipping
74. Councillor White – Cheques
75. RMBC – Precept Remittance Advice
76. Councillor White – Village Hall FIT Reading
77. YLCA – ACAS Webinar
78. Councillor White - VAT
79. Councillor White – Bonfire/RMBC
80. YLCA – Spring Conference
81. Aston/Thurcroft Parish Councils – Gas Boiler Replacement
82. Councillor White – Various Financial Matters
83. Councillor White – Third MUGA Invoice
84. RMBC - Health and Safety Session
85. Councillor Gregory – RMBC Grounds Maintenance Charges
86. Various Councillors – “Informer”
87. Councillor White – British Gas Cheque
88. Various Councillors – Contact Details for M Hayward
89. YLCA – One-day Conference
90. HS2 Engagement Team – Staff Changes
91. RMBC – BDR Waste Treatment Facility
92. Norman Anderson – Crime Statistics
93. Councillor Gregory – Poppies Cheque
94. Bramhope & Carlton Parish Council – Electronic Banking Information
95. Community First Yorkshire – Funding Bulletin September 2018
96. YLCA – South Yorkshire Branch Meeting
97. YLCA – Refurbishment of Telephone Box
98. Hollie Garforth – Mobile Bar
99. RMBC – Health and Safety Sessions
100. Councillors Carter and White – Attendance at Council Meeting/Bonfire
101. HMRC and Councillor White – Interim VAT Claim
102. Councillor White – Cheque 10142/RMBC Receipt
103. Councillor Carter – Stall at Bonfire

- 104. Bee Wise Garden Maintenance and Councillor White – Grounds Maintenance
- 105. Brinsworth Parish Council – Surplus Equipment
- 106. Councillor White – Bonfire Night Article

18/62 PLANNING APPLICATIONS

1. RB2018/1168

Single storey rear extension at Old Hall Farm, 21 Kiveton Lane for Dr. French.

Resolved to offer no objection.

2. RB2018/1238

Demolition of existing side and rear extensions, erection of single storey front side and rear extensions, erection of detached outbuilding, and conversion of existing garage to living accommodation at 5 Staniforth Crescent for Mr. Swift.

Resolved to offer no objection.

3. RB2018/1201

Listed building consent for single storey rear extension at Old Hall Farm, 21 Kiveton Lane for Dr. French.

Resolved to offer no objection.

4. RB2018/1329

Demolition of existing garage, and erection of single storey front and side extension at 23 The Meadows for Mr. A Manning

Resolved to offer no objection.

5. RB2018/1399

Formation of hard core track on land to the east of Rayls Rise for Mr. D Smith.

Resolved to object:-

1. The applicant had previously been refused planning permission for this site and a Government directive prohibited him re-applying until 2028 at the earliest.
2. The applicant already had vehicular access to his land and there was no need for an additional access.
3. The layout of the existing adopted public highway was specifically designed as a cul-de-sac and not intended to allow traffic to proceed beyond the “hammer head”.
4. The construction of the existing public highway had not been designed to accommodate habitual trafficking by HGV’s. Allowing this would accelerate the need for enhanced highway maintenance works. These would not be paid for by the applicant but from public funds.
5. The applicant had stated that no new or altered vehicle access was proposed to or from the public highway. This was incorrect. If the application was to be approved then an access capable of taking the loading of site traffic would be required. A “domestic” dropped kerb type would not be acceptable. The construction to industrial standards would be required.
6. Although the applicant had ticked no on the application form, the pond and moat adjacent to the field were prone to flooding. The field had flooded on several occasions and caused flooding to the neighbouring property. A culvert ran from the application site through to Goosecarr Lane.
7. The National Planning Policy Framework (NPPF) sought to accord significant protection to sensitive sites such as those protected under the birds and habitat directive and/or site of

green belt space. The NPPF also stated that “local authorities should only alter green belt boundaries where exceptional circumstances were fully evidenced and justified.” This land was registered as green belt and stripping the vegetation without any notice or consultation with relevant authorities was wholly unacceptable. Any approval of works on this site must only be permitted when such consultations had been concluded and appropriate measures applied and checked.

8. The site had a wide and varied array of wildlife living within it, including bats and great crested newts (protected species). These were proven to be on the land immediately adjacent to the proposed track, with no physical barriers to prevent occupation on the application site. It was an offence to destroy or disturb the habitat of these creatures including restricting their access to resting places. (The constant stream of JCB’s and HGV vehicles to the land and the removal of the trees, topsoil and grasses had already been detrimental to the wildlife). No site activity should be approved until appropriate environmental assessments had been made and any associated control measures put in place.
9. There was a site of historical interest immediately adjacent to the application site and every possibility that historical features or artefacts may be present. No excavation or dumping of materials should be permitted without prior assessment and the introduction of control measures.

18/63 COMMITTEES

Church Yard

White advised that the maintenance team had met and undertaken works.

18/64 MEMBER’S ACTIVITY REPORTS

1. **Wright** had cleaned the sports pavilion and removed bags of rubbish from the grounds. He had observed youths standing on top of one of the pieces of playground equipment. The pedestrian gate was unlocked permitting entry.

Resolved to obtain a lock and chain and ensure the gate was locked at the same time as the main entrance gate.

2. **Lightfoot** had prepared a double-page edition of The Informer newsletter following input from and checking by other Members. He had also assisted in excavating the trench and laying ducting to the MUGA.

Members expressed thanks to Paul Day who had excavated the trench with his JCB and without whose help completing the task would not have been possible.

3. **White** had:

- Cut down the vandalized timber posts and made these safe at the recreation ground play area.
- Obtained a cast iron cover and frame as agreed at the last meeting. This would be fitted over the existing cover near the sports pavilion.
- Submitted the quarterly FIT reading for the village hall.
- Participated in the Church yard clean-up operations.
- Submitted a number of articles for inclusion in the Informer.
- Maintained the on-line diary keeping Veolia up to date on progress re the MUGA works.
- Following receipt of two invoices from Streetscape (the MUGA contractor) had requested an interim payment from Veolia which had subsequently been received.
- Erected the Veolia permanent plaque at the entrance to the MUGA.
- Assisted in the laying of the ducting to the MUGA (for later use in installing an electrical supply for floodlighting).

- Generally facilitated and overseen construction of the MUGA, exercise machines and Teqball table and picnic bench with particular regard to health and safety.
- Drawn up a checklist of items needing completion before the MUGA works are deemed satisfactory at which time the final payment will be made less 10% retention. The final grant payment would then be requested from Veolia.
- Drawn up a poster outlining “Conditions for use of the MUGA” which would be purchased and fitted.
- Confirmed that the official opening of the MUGA would be by Sir Kevin Barron MP at 2.00pm on Saturday 27th October 2018.

The meeting was suspended at 8.00pm

OPEN SESSION

1. **Janice Godfrey** a resident of Kiveton Lane expressed concern about vehicles speeds on Kiveton Lane and problems she experienced in egressing her property. She was supported in this by Leslie Carr and following a report on the Police position given by Councillor White and the need to provide statistical evidence on accident rates and vehicle speeds suggested that police officers not specifically allocated to check vehicle speeds do so when travelling through the village and time permitted. This would result in culprits being identified and appropriate enforcement action taken. This in turn would encourage greater compliance with the 30mph speed limit on Kiveton Lane.

White would be seeing Borough Councillor Watson at his councillor surgery and would raise this issue with him. He encouraged Leslie Carr and Janice Godfrey, who had reported speeding issues, to also attend Borough Councillor Watson’s surgery.

Resolved that Leslie Carr, Janice Godfrey and others prepare a written request and forward to the Parish Council who would coordinate and submit to the South Yorkshire Police.

2. Several people attended to voice their objections to the laying of a hardcore track across the field to the east of Osborne Road/Osborne Drive and for which the landowner, Mr. Smith, had retrospectively applied for planning approval.

Newbold, on behalf of the council members, had already drawn up a comprehensive list of reasons why such approval should not be given and indeed a demand for the track to be removed and returned to the greenbelt status that land was in previously. These were summarized for all people attending.

Newbold also outlined several environmental abuses, including the disruption of protected species.

John Laycock and others present discussed details of the works that had been undertaken and their united objections. Specific mention was made to the presence of glass and other potentially dangerous materials now deposited and spread, presenting a serious health and safety issue.

The Council had also become aware that Mr. Smith was currently in dispute with Derbyshire County Council relating to a planning application made in Eckington in 2008 and where he is wishing to renege on a Section 106 Agreement involving the payments of £33,982 and £8,217. This may be of interest to Rotherham MBC.

Resolved that in addition to objecting to the current planning application the Clerk report the concerns to the Health and Safety Executive and to the Environment Agency.

The Open session closed at 8.30pm and the meeting continued.

18/65 VILLAGE MAINTENANCE

Following Kevin Light's resignation the vacancy for a village maintenance contractor still stands.

Wright indicated that his wife Sue may be interested in all or part of these duties.

White requested that Sue speak to David Gregory on his return from holiday.

18/66 TRAFFIC AND TRANSPORTATION MATTERS

There were no further matters to discuss.

18/67 NEIGHBOURHOOD WATCH

Norman Anderson had reported:

There were only 7 reported crimes in June which was the lowest monthly figure all year.

There had been no updates for antisocial behaviour. Of the remaining 6 one was still 'under investigation', two were 'unable to prosecute' and three 'no suspect identified'. This was a bit disheartening.

There were a number of drop-in sessions, the nearest being Kiveton and Wales village hall on a Thursday between 1 and 2 pm. He would be writing to the South Yorkshire Police to see if there could be one in Todwick. - If you don't ask, you don't get.

In July there had been a few new locations where there has been no previous issue in 2018 i.e. Church View, Todwick Court, Mill Hills and Lindleys Croft. There had been a robbery for the first time (Lindleys Croft) since he had started collating the numbers. (A robbery is defined as subjecting a person to force to commit the crime and is a worrying issue).

Overall there was one issue higher since the end of July 2017.

Monthly Categories 2018

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Burglary	1	4	1		4	1	3						14
Criminal Damage/Arson		2				1							3
Other Theft	4		1	3	1	2							11
Theft From a Person													0
Vehicle Crime		1	2	2	1	1							7
Public Order		1				1							2
Violence & Sexual		1	3		3		1						8
Other Crime			1										1
Drugs	1												1
Shoplifting	1		1										2
Robbery							1						1
Antisocial Behaviour	2	2		4	2	1	2						13
Total	9	11	9	9	11	7	7						63

18/68 EVENTS

Bonfire

White advised that Councillor Carter had received a request for a sweet stall from Terry Sweets.

Resolved to permit this subject to provision of indemnity and other insurance, an Environmental Health Registration Certificate (if he makes any of the sweets himself) and a contribution

towards funding the event.

White had taken the FIT reading at the sports pavilion and anticipated the Council receiving some £222.29 in some two weeks' time.

White had:-

- Applied for and obtained a TENs licence for the event
- Sent an application form to RMBC together with the 13 documents required and a cheque for £16
- Had a meeting with Councillors Dixon to outline his system for organizing the bonfire with the intention that Councillor Dixon take the lead in 2019.
- Had a meeting with Councillors Dixon and Robinson to re-determine the proposed site for the bonfire (moved slightly because of the MUGA development) and to calculate the number of barriers required.
- Re-issued guidelines to other members regarding steward duties before, during and after the event.
- Informed security services, including Police, South Yorkshire Fire and Rescue and the South Yorkshire Ambulance Service.
- Booked the St. John's Ambulance cover.

He requested that Councillors Carter and Lightfoot now advertise the event on the Council's Website and social media generally.

18/69 URGENT ITEMS

1. Closure of Day Care Centres

White read out an e-mail from Mary Beck which had been sent to Councillor Gregory outlining the severe hardship, both to patients and carers that the intended closure of day care centres by RMBC would cause. She also outlined details which cast doubt on the predicted savings of the centres.

Resolved that Councillor White discuss this with Borough Councillor Watson and that the Clerk write to RMBC objecting to the closure of these centres.

The Meeting Closed at 9.00p.m.

The next Council Meeting will be in Todwick Village Hall at 7.00p.m. on Tuesday 30th October 2018.

..... Chairman

..... Date