

TODWICK PARISH COUNCIL

Minutes of the council meeting carried out remotely via Microsoft Teams at 7.00p.m. on Tuesday the 30th of March 2021.

Present

Councillor Carter – From 7.51p.m.
 Councillor Davis
 Councillor Dixon – Chairman
 Councillor Jeffrey
 Councillor Morley
 Councillor Newbold
 Councillor O’Sullivan – To 8.45p.m.
 Councillor Wright
 J R Walker – Clerk & Financial Officer

20/202 APOLOGIES

Councillor Carter had been delayed but would be attending as soon as possible.

20/203 APPROVAL OF THE MINUTES OF THE MEETING ON 23RD FEBRUARY 2021

1. 20/194

The crime statistics shown had included an error. There had been no incidence of shoplifting reported.

The record of shoplifting was deleted from the crime statistics table for 2020 and the minutes signed as a correct record.

20/204 MATTERS ARISING

There were no matters arising that would not be covered under an agenda item.

20/205 DECLARATION OF MEMBER’S INTERESTS

There were no declarations of personal interest.

20/206 URGENT ITEMS FOR LATER CONSIDERATION

1. Delegated Powers to the Clerk
2. Future Meetings

20/207 CLERK’S REPORT

Clerk had undertaken his duties as instructed. 2020/21 Annual Audit Information had now been received from the External Auditor and he had forwarded this to the Internal Auditor. He would be complying with everything required and submitting the claim for reimbursement of VAT.

20/208 FINANCIAL OFFICER’S REPORT

Monies received

- | | |
|-----------------------------------|--------|
| 1. Allotment Holders – Plot Rents | 650.00 |
|-----------------------------------|--------|

Payments made since last meeting

- | | |
|--|-------|
| 1. Aviva – Clerk’s Pension | 18.27 |
| 2. Robert Needham – Debris Removal at Pavilion and Old A57 | 55.00 |

3. Stag Electrics – Emergency and Other Electrical Works at Pavilion	1165.69
4. HMRC – March Tax/NI	190.37
5. 848 IT Services Ltd – Additional Office 365 Payment	652.80
6. John Jeffrey – Expenses re Collection of Allotment Rents	15.55
7. 848 IT Services Ltd – Additional Office 365 Payment	250.56
8. Green Pastures Pest Control – Pest Control	123.75
9. Business Stream – Allotments Water Bill	9.75
10. YLCA – Membership Renewal	455.00
11. Cream Creative – “Informer” Printing	99.00

Payments to be made

1. J R Walker – February Salary & Expenses	808.89
2. Sheffield Plumbing and Heating Ltd. – Repairs at Pavilion	156.00

Un-presented cheques

1. Business Stream – Allotment Water Bill	9.75
2. YLCA – Membership Renewal	455.00
3. Cream Creative – "Informer" Printing	99.00

Present bank statement balances

Business Saver Account	Community Account
(Cheque Feeder)	(Cheque)
£37,216.54	£1.00
<i>£35,688.90 after all above payments</i>	

20/209 CORRESPONDENCE

E-mails had been received and forwarded to Members by the Clerk who 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 Licensing Applications
6. RMBC – Various Traffic Delay Reports
7. RMBC – Notice of Alteration to Electoral Roll
8. YLCA – Weekly Bulletins from The National Association of Local Councils
9. YLCA – Various Clerk Vacancies
10. YLCA – Various Chief Executive Bulletins
11. YLCA – Various Training Events
12. YLCA – White Rose Updates
13. YLCA – Various Requests for Information
14. YLCA – Various Newsletters
15. Community First Yorkshire – Rural News and Funding Bulletin
16. NALC – Weekly Newsletters
17. Community First Yorkshire – Various News Updates
18. SYPTE – Various Bus Service Updates
19. RMBC – Monthly Electoral Roll Update
20. Chesterfield Canal Trust - Newsletter
21. RMBC/YLCA/NALC – Various Coronavirus Updates
22. Word Press – Various gov.uk Updates
23. Various Councillors – Meeting Minutes and Future Agenda

Commented [RW1]:

Commented [RW2R1]:

24. RMBC and Councillor O'Sullivan -Free Transport to Vaccination Sites
25. RMBC -Link to RMBC Complaints Page
26. SY Police and Crime Commissioner – Weekly Blogs
27. NALC – Star Council Awards
28. 848 IT Services Ltd. and Councillor O'Sullivan – Additional Licenses
29. Councillor Dixon – Councillor Wright
30. Various Councillors – Emergency Works at Sports Pavilion
31. Alexander Stafford MP – Pocket Parks Fund
32. Norman Anderson – January Crime Statistics
33. Councillor Newbold – Fly Tipping at Goosecarr Lane
34. Voluntary Action Rotherham – 2021 Census Workshop
35. Councillor Newbold – New Bin at Millfields
36. Councillor Jeffrey – Pest Control
37. Councillor Dixon Village Hall Insurance
38. Councillor O'Sullivan – Kiveton Recreation Ground Closure
39. Councillor O'Sullivan and Web Support at Seiretto – Website Account
40. Rural Services Network – Rural Bulletin
41. YLCA – Remote Conference
42. Various Parish Councils – Parish Flowers and Staff Returning to Office
43. RMBC - South Yorkshire Community Foundation Flood Resilience Fund Meeting
44. Rural Services Network – Rural Funding Digest
45. SYPTE – Home-School Travel
46. RMBC and Councillor Jeffrey – Allotments Information Return
47. RMBC – SYCF Grant Quotations/Information
48. RMBC – Revised Parish/Ward Emergency Plan Template
49. RMBC – RMBC – SYCF Grant Terms/Conditions
50. Councillors Jeffrey and O'Sullivan – Microsoft Office 365 Account
51. YLCA and Councillors Carter and Davis – Flying Start Webinar
52. RMBC – Energy and Waste Contracts
53. Councillor Dixon – Update for Cricket Clubs and Leagues
54. RMBC and Councillor Dixon – Planning Fee
55. Steven Beck and RMBC – Bollards on Kiveton Lane
56. YLCA – Councillors Discussion Forum
57. RMBC – May Election Information
58. Councillor Dixon – “Playdate” Plans
59. RMBC – Blank Register of Interest Form
60. Rotherham NHS Foundation Trust – Public Governor Elections
61. Information Commissioner – Registration Certificate and Receipt
62. RMBC and Councillor Dixon – RB2020/1513
63. YLCA -Microsoft 365 Cloud
64. RMBC, Richard Peter Edley and Councillors Dixon, Wright and Newbold – Fly Tipping/Rubbish
65. Various Councillors – Articles for “The Informer” Newsletter
66. SYPTE – Parkgate Park & Ride
67. Councillor Wright – Health Issues
68. Norman Anderson, David Gregory and Councillor O'Sullivan – Julian Marples
69. RMBC & Councillor O'Sullivan – RMBC and Local Councils Joint Working Agreement
70. Councillors O'Sullivan, Dixon and Wright – Litter at Children's Playground
71. Councillor O'Sullivan – Facebook Query
72. Jordan Carter – Introduction to Tech Cove Business
73. YLCA – S137 and Other Local Powers

74. Councillor Dixon – Sue Wright Injury
75. Norman Anderson – Various Updates
76. RMBC – Local Authority Treescape Fund
77. SYPTE – Engineering Works
78. RMBC – Bollards on Kiveton Lane and Highway Maintenance Works
79. YLCA – Code of Recommended Practice on Local Authority Publicity
80. David Gregory and RMBC – Highway Defects at The Meadows/Tortmayns
81. Various Councillors and Etta Gregory – March “Informer”
82. Councillors O’Sullivan and Newbold – gov.uk Email Address
83. Councillor Dixon – Flowers for Sue Wright
84. Alexander Stafford MP – Easter Events
85. YLCA – New Code of Conduct
86. YLCA and Various Councillors – Membership Renewal Invoice
87. RMBC – Covid 19 Briefing Presentation and Notes
88. RMBC and Various Councillors – Election Forms and Notices
89. John Richardson and Various Councillors – Village Hall Insurance
90. Alexander Stafford MP – Margaret Clark
91. PKF Littlejohn – 2020/21 (AGAR) External Audit
92. RMBC – New Ward Boundaries and Number of Members
93. SYPTE – Supertram Rail Replacements
94. Councillors Dixon and O’Sullivan – Councillor Morley’s gov.uk Email Address
95. Councillor Dixon – RMBC Check on Nomination Papers
96. Norman Anderson – February Crime Statistics
97. Various Councillors – Recreation Ground Opening
98. John Clarke – Behaviour at Recreation Ground
99. Sue Burgess and Councillor Dixon – Bonfire Day/Date
100. Brian White and Councillors Dixon and Wright – FiT Readings at Sports Pavilion
101. Councillor O’Sullivan – Email to Alexander Stafford MP re Fly Tipping

20/210 PLANNING APPLICATIONS

1. RB2021/0414

Single storey side extension with mezzanine floor in roof space at 46 Kiveton Lane

Resolved not to object.

2. RB2021/0415

Listed Building Consent for single storey side extension with mezzanine floor in roof space at 46 Kiveton Lane.

Resolved not to object.

3. RB2021/0521

Single storey side and rear extension at 23 Osborne Road.

Resolved not to object.

4. RB2021/0383

Formation of vehicular access at 34 Kiveton Lane.

Resolved not to object.

5. RB2021/0590

Demolition of detached garage and formation of means of access and widening of existing access at 2 Mortains.

Resolved not to object.

6. 5 Staniforth Crescent

O'Sullivan had become aware of the demolition of the bungalow at 5 Staniforth Crescent. **Morley** understood that this related to an approved planning permission but would check.

20/211 COMMITTEES

Recreation

Dixon reported:-

- The recreation ground had been reopened in line with the Government Guidelines related to lifting of some Covid 19 Pandemic restrictions.
- Most of the repairs required following the water leak at the sports pavilion had been completed but the plumber needed to return to re-vent following the vermin damage. Some re-decoration and re-fitting of some doors was also required.
- Those not abiding by the Covid 19 restrictions had trampled down the shrubs adjacent to the locked entrance gate to obtain access to the ground and it was proposed to erect a metal fence to close this gap.
- Some intruders had smashed the tennis net at the MUGA and damaged the roundabout. It would be sensible to provide CCTV as a future deterrent.
- He had met with Adam Butcher and a representative from "Play Dale" to discuss possible improvements to the children's play area. It was hoped to hold a presentation to outline suggested improvements inviting young people and others in the community to attend and take note of their comments/suggestions. This would be relevant to the Parish Plan.

Allotments

Jeffrey reported:-

- All plots were let and all rents paid for the coming year.
- Two further applications had been received and there were now seven on the waiting list for plots.

Church Yard

Jeffrey reported:-

- Approval had been received from the Church and a bench had now been sited at the wildflower garden.

20/212 MEMBER'S ACTIVITY REPORTS

There was nothing to report that would not be covered under another agenda item.

20/213 VILLAGE MAINTENANCE

1. **Newbold** had reported fly-tipping on Gosecarr Lane and the Clerk had asked RMBC to remove.
2. **Newbold** noted that RMBC had undertaken some minor repairs to carriageways in the village but none to footways.
Members would monitor the situation. Hopefully other reported and necessary and more substantial works would be completed.
3. **Dixon** and **Davis** had discussed obtaining the replacement artificial grass at the war memorial and **Davis** was to obtain and fit. Any costs would be paid for by Eileen and Barry Northall.
4. **Carter** reported that together with "Greenscene" it had been intended to tour the village with an Easter Parade handing out chocolate eggs to the children. Most unfortunately however Justin Daltrey had cut off a finger using a circular saw and so it was now unlikely this would take place.

5. **Wright** was arranging to have a bin taken from the store in the sports pavilion and placed at the concrete container at the Mary Gregory Play Area to replace the one that had recently been removed by someone unknown.

20/214 TRAFFIC AND TRANSPORTATION MATTERS

Dixon reported that all the three speed awareness signs appeared to be working although the trigger speed on the one at the northbound approach to the village appeared to have been set a little high by RMBC.

20/215 NEIGHBOURHOOD WATCH

Norman Anderson had provided the crime statistics for January and February 2021.

Monthly Categories

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Burglary		1											1
Criminal Damage and Arson	1												1
Other Theft													
Theft from a Person													
Vehicle Crime		1											1
Public Order	1												1
Violence and Sexual	1	3											4
Other Crime													
Drugs		1											1
Possession of Weapons													
Bicycle Theft													
Robbery													
Anti-social Behaviour	2	1											3
Total	5	7											12

20/216 EVENTS

1. **Carter** was to arrange a meeting the following week to discuss detailed arrangements for the Funday to which all Members would be invited. Some members of the public would also attend. Important aspects were yet to be decided, including what entry charges might be made and the details of a proposed evening concert.

2. **Dixon** planned to begin applying for the necessary licenses and making other arrangements for the bonfire and fireworks display after the 12th April, assuming the further lifting of Government restrictions were as presently programmed.

20/217 WEB SITE

O'Sullivan had provided access for the Chairman and Clerk to the domain and Microsoft should this be required in his absence. He had posted the Council Minutes up to date and would be collaborating on using "Microsoft Teams" to enable more frequent and informal conversations between Members.

20/218 PARISH PLAN

O'Sullivan would again send out the link and he asked that Members comment on the draft questionnaire he had prepared. The finalized version of the questionnaire would be made available both in paper and electronic form. He intended the results being shared in the summer edition of the "Informer" and on the website and these would then be used to prepare an action plan.

Carter suggested using the Council’s presence at the Funday as a means of obtaining feedback.
Jeffrey suggested using a suggestion box.
O’Sullivan suggested obtaining email addresses from those willing to give it and these could then be used to send out website updates.
Carter could use the loud-speaker system at the Funday to explain and stimulate responses.

20/219 EMERGENCY PLAN

Dixon had requested a copy of the Borough Council’s Emergency Plan but this had not yet been finalized. He had also requested a copy of the suggested template for use by parish councils but this had not yet been received. He would pursue this but, in any event, would begin preparing the new plan.

20/220 LITTER/DOG WASTE BINS

1. **Newbold** confirmed that the new bin on Millfields had now been provided. All the bins had been well used and he had asked RMBC to empty these at appropriate intervals. The problems with litter on Goosecarr Lane had been reported to RMBC and subsequently removed.
Wright reported that Jim Tompkin was walking around the area collecting and disposing of litter and was to be commended for doing so.

20/221 URGENT ITEMS

1. Delegated Powers to the Clerk

Dixon explained that the Flood Resilience Group meetings comprising various adjacent parish councils would in future be held with only clerks’ present. This being the case it was necessary for the Clerk to have the requisite delegated powers to act on behalf of the Parish Council and to make any decisions he deemed appropriate.
Resolved to give delegated powers to the Clerk to allow him to represent and make decisions on behalf of the Parish Council at the Flood Resilience Group Meetings.

2. Future Meetings

Resolved

- To hold the next parish council meeting at 7.00p.m. on Tuesday 27th April 2021. In view of Coronavirus restrictions this would have to be held remotely. There would be no separate Parish Assembly but the Chairman and Clerk would report on the Council’s work during the year 1st April 2020 to 31st March 2021. The press and public would have access to the meeting with joining instructions being given on the Council’s website.
- To hold two council meetings in May and at present it was envisaged these would be held in person at 7.00p.m. in the village hall rather than remotely. The first would be the annual meeting on the 11th May to elect a Chairman and Vice-chairman, agree the formation of committees and representation on any external bodies plus any urgent items. The second meeting would be held on the 25th May covering the matters routinely included at council meetings together with any urgent items. The press and public would have access to both these meetings.

..... Chairman

..... Date