

Wickersley Parish Council

Minutes of the Council Meeting 7.00pm 17th July 2017 held at Wickersley Community Centre

Members: Cllrs:- S Ellis (Chairperson), J Barber, A Bates, P Beighton, G Forster, A Gibson, M Godfrey, C Grimes, A Tattersfield, K Phillips, A Wright, T Wallace

In Attendance: Mrs R Chico (Clerk), E Boswell, P Humphries

5476 To receive apologies for absence

Cllrs B McNeely, R Postlethwaite, P Thirlwall

5477 To note any declarations of interest on items to be discussed at this meeting

Cllr P Beighton declared an interest in agenda item 6, minute reference 5481.

5478 To approve the minutes of the Council Meeting held on 19th June 2017

5463 'and'

Resolved : Subject to the above amendment the minutes of the meeting were approved.

5479 To receive a report from the Police

No police in attendance. Clerk to send reminder of meetings. Cllr G Forster raised the increase in motor cyclists in Wickersley wood, especially on Sunday afternoons. Also the increase in anti-social behaviour.

Resolved : To contact C Bakewell to invite to meetings.

5480 To consider applicants for co-option

Resolved : To co-opt E Boswell.

5481 To note any issues from members of the public in attendance

Representative from Rotherham Harriers in attendance regarding holding a race in Wickersley from Wickersley working men's club around the outer perimeter of Wickersley Woods / Slacks pond. Cllr A Wright to look at the route if it can be emailed in.

5482 To consider any community matters from Councillors

Cllr C Grimes updated that the Wickersley Charities had held a meeting with HS2 representatives who are wanting to survey the land owned by Wickersley charities.

Cllr A Gibson raised the state of the recycling facility, Clerk to email RMBC.

Cllr C Grimes mentioned the hearing of shooting in the area.

Cllr K Phillips attending the last YLCA meeting which included discussions regarding Parish Councils in planning objections which they are taking to NALC.



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5483 To note matters arising from the minutes of the Council Meeting of 19th June 2017

5483.1 To agree and confirm the reply to WRONG campaign

Resolved : Pg 2 7) to be altered to amendments. Other than the one change the document to be sent as a formal reply.

5483.2 To confirm Cllr A Gibson request to be on Wickersley Park Project Committee

Resolved : Cllr A Gibson to be on Wickersley Park Project Committee.

5484 To consider financial matters, including: -

5484.1 The authorisation of payment of accounts since the last meeting

Resolved : That the following payments be approved: -

WICKERSLEY PARISH COUNCIL APPROVAL OF PAYMENTS SCHEDULE - PARISH COUNCIL MEETING OF 17 July 2017				
Date	To Whom Paid	Description	Value	Reference
09-Jun-17	CP Tyres	Handymen materials - IMPREST	£15.00	201459
16-Jun-17	Buildbase	Wood - Path Wickersley Wood	£215.40	D.Card
22-Jun-17	Poundland	Pens - Wickersley Park Consultation	£1.00	D.Card
26-Jun-17	N Power	Bob Mason	£244.31	D.Debit
28-Jun-17	Veolia	Waste disposal	£214.02	D.Debit
28-Jun-17	N Power	Xmas lights	£132.69	D.Debit
29-Jun-17	Lawns Farm Shop	Milk - Winthrop	£15.00	D.Card
29-Jun-17	Norton	Anti-virus software	£79.99	D.Card
01-Jul-17	Rotherham Holiday Aid	Grant	£250.00	204289
01-Jul-17	Arthur Jackson	Stephen Shore Boundary	£66.00	204290
01-Jul-17	UK Ems	First Aid Gala	£180.00	204291
01-Jul-17	N.Power	Xmas lights - roundabout	£132.69	204292
01-Jul-17	N.Power	Tanyard toilets	£20.24	204293
01-Jul-17	J.C.Create	Winthrop flyer / newsletter / consultation banner	£976.60	204294
01-Jul-17	Stapletons lock and safe	Keys Bob Mason	£28.80	204295
01-Jul-17	J.Elvidge	Cleaning winthrop	£179.97	204296
01-Jul-17	J.Smith	Newsletter delivery	£250.00	204297
01-Jul-17	A.Chester	Winthrop Expenses	£757.12	204298
01-Jul-17	T.L.Killis	Cleaning materials	£51.71	204299
01-Jul-17	M.Goodge	Winthrop Expenses / Christmas lights boxes	£237.46	204300
03-Jul-17	T.L.Killis	Cleaning materials	£112.16	204301
03-Jul-17	Cancelled	Cancelled	£0.00	204302
03-Jul-17	Green Toilet Company	Toilet hire gala	£702.00	204303
05-Jul-17	Yorkshire Internal Audit	Internal audit	£350.00	204304
07-Jul-17	HM Revenue & Customs	PAYE	£1,461.34	204305
07-Jul-17	SYPA	Pension	£388.57	204306
08-Jul-17	PWLB	Loan repayment	£12,944.47	D.Debit
08-Jul-17	Rachael O'Neill	Willow tree / woodland grant	£350.00	204307
08-Jul-17	A.Bates	Wickersley park consultation items	£32.92	204308
08-Jul-17	B.Pateman	Tanyard toilet warden	£131.25	204309
08-Jul-17	Edward signs	Winthrop / Recreation grounds	£264.00	204310
08-Jul-17	E-On	Winthrop Electricity	£18.75	204311
08-Jul-17	T.Farnsworth	Grass cutting	£844.99	204312
08-Jul-17	N Power	Xmas lights - poplar glade	£23.63	204313
10-Jul-17	Glasdon UK Limited	Bin recreation ground	£367.16	204314
10-Jul-17	A.Bates	Wickersley park consultation items	£37.91	204315
12-Jul-17	J.Needham	Key - Wickersley Park	£4.95	204316
20-Jul-17	Wages	Wages	£4,367.51	BACS

5484.2 To confirm the bank reconciliation to 30th June 2017

Resolved : Verbal report given by Finance Chair that the bank reconciliation was verified.

5484.3 To receive and review the internal audit report for 2016/17

Susan Ellis

Wickersley Parish Council

The audit report was distributed to Councillors. Discussion took place regarding inventory, grant process, Winthrop gardens, imprest bank account. As per previous discussions the finance committee are to go out to tender for internal audit services.

5484.4 To review the quarterly accounts to 30th June 2017

Resolved : That the following accounts be approved: -

Wickersley Parish Council Budget 2017-18	Budget 2017-18	Actual - 30 June 2017	Forecast	Variance
C				
INCOME	0%	0%	0%	
Precept	£153,178.00	£76,595.50	£153,178.00	£0.00
RMBC Grant	£5,781.00	£2,890.50	£5,781.00	£0.00
Bank Interest - Current Account	£1.00	£0.00	£1.00	£0.00
Bank Interest - Fixed Rate	£1,000.00	£0.00	£500.00	-£500.00
Bank Interest - Deposit	£100.00	£59.35	£100.00	£0.00
Bank Interest - 14 day	£0.00	£0.00	£0.00	£0.00
Bank Interest - Guranteed Investment Account	£0.00	£0.00	£0.00	£0.00
Total Bank Interest	£1,101.00	£59.35	£601.00	-£500.00
Community Centre Staff Recharge	£24,167.00	£0.00	£22,400.00	-£1,767.00
Lease income from library	£3,000.00	£0.00	£3,000.00	£0.00
Insurance recharge	£1,200.00	£0.00	£1,200.00	£0.00
Other Income	£0.00	£0.00	£0.00	£0.00
Total Community Centre Income	£28,367.00	£0.00	£26,600.00	-£1,767.00
Tanyard Owner - Contribution	£4,149.87	£0.00	£4,149.87	£0.00
Allotments - Rent	£0.00	£0.00	£0.00	£0.00
Environment - Other Income inc Recycling payment	£0.00	£425.00	£425.00	£425.00
Total Environment	£4,149.87	£425.00	£4,574.87	£425.00
Bob Mason Pavilion Income	£4,000.00	£1,390.00	£4,000.00	£0.00
Other income	£10,000.00	£0.00	£10,000.00	£0.00
Total Recreation Grounds	£14,000.00	£1,390.00	£14,000.00	£0.00
CSS Annual Management Grant	£0.00	£0.00	£0.00	£0.00
Other Income	£0.00	£5.00	£5.00	£5.00
Total Woodland Management	£0.00	£5.00	£5.00	£5.00
Donations	£100.00	£405.17	£800.00	£700.00
Café Sales	£5,100.00	£4,065.40	£9,000.00	£3,900.00
Plant Sales	£2,000.00	£2,578.05	£3,000.00	£1,000.00
Shop Sales	£500.00	£420.06	£500.00	£0.00
Room Hire	£2,200.00	£552.50	£2,200.00	£0.00
Other Sales	£100.00	-£60.00	£100.00	£0.00
Total Winthrop Park	£10,000.00	£7,961.18	£15,600.00	£5,600.00
Newsletter Advertising	£700.00	£239.00	£700.00	£0.00
Other income	£10,000.00	£335.00	£10,000.00	£0.00
Other income	£10,700.00	£574.00	£10,700.00	£0.00
TOTAL INCOME	£227,276.87	£89,900.53	£231,039.87	£3,763.00

Susan Ellis

Wickersley Parish Council

Wickersley Parish Council Budget 2017-18	Budget 2017-18 C	Budget 2017-18 C	Budget 2017-18 C	Variance
EXPENDITURE				
Advertising	£0.00	£0.00	£0.00	£0.00
Phones - Office	£550.00	£196.25	£750.00	£200.00
Phones - Mobile	£0.00	£0.00	£0.00	£0.00
Phones - BT Broadband	£260.00	£63.60	£260.00	£0.00
Postage	£400.00	£6.45	£400.00	£0.00
Stationery	£300.00	£0.00	£300.00	£0.00
Mileage & Travel Expenses	£50.00	£0.00	£50.00	£0.00
Newsletter	£2,650.00	£1,077.00	£2,757.00	£107.00
General Expenses	£1,000.00	£459.13	£1,000.00	£0.00
Membership - YLCA/CPRE/SLCC/NRCC	£1,200.00	£0.00	£1,200.00	£0.00
Insurance	£3,500.00	£2,883.41	£2,883.41	£-616.59
Audit Fees	£900.00	£350.00	£950.00	£50.00
Conferences & Training	£500.00	£0.00	£500.00	£0.00
Website	£500.00	£0.00	£500.00	£0.00
Total Administration	£11,810.00	£6,035.84	£11,660.41	£-269.59
5210 - Salaries - Administration	£19,000.00	£4,351.21	£18,000.00	£-1,000.00
5212 - Home Office Expenses	£216.00	£54.00	£216.00	£0.00
5220 - Salaries - Handypersons	£19,500.00	£4,082.68	£18,000.00	£-1,500.00
5230 - Tax & NI	£8,500.00	£2,341.64	£9,400.00	£900.00
5240 - Superannuation	£10,800.00	£3,904.34	£8,500.00	£-2,300.00
Total Human Resources	£68,016.00	£14,733.87	£64,116.00	£-3,900.00
Handypersons materials	£825.00	£71.83	£825.00	£0.00
Tanyard - refuse collection	£3,000.00	£499.15	£3,000.00	£0.00
Tanyard toilets - Maintenance	£500.00	£223.47	£500.00	£0.00
Tanyard toilets - ground rent	£100.00	£0.00	£100.00	£0.00
Tanyard toilets - warden honorarium	£525.00	£131.25	£525.00	£0.00
Tanyard toilets - non domestic rates	£1,150.00	£0.00	£1,150.00	£0.00
Tanyard toilets - RMBC water & electricity	£1,000.00	£226.84	£1,000.00	£0.00
Tanyard - rock salt / gritting	£100.00	£0.00	£100.00	£0.00
Monthly gardening contract	£11,350.00	£0.00	£11,350.00	£0.00
Gardening & landscaping work	£2,000.00	£557.00	£2,000.00	£0.00
Christmas Lights - maintenance	£4,000.00	£224.43	£4,000.00	£0.00
Projects	£10,000.00	£75.30	£10,000.00	£0.00
Total Environment	£34,660.00	£2,009.27	£34,660.00	£0.00
Recreation grounds	£4,000.00	£570.00	£4,000.00	£0.00
Bob Mason Pavilion	£1,400.00	£274.10	£1,400.00	£0.00
Rec Ground Project-Sorby Way	£5,500.00	£0.00	£5,500.00	£0.00
Rec Ground Project-Wickersley Park	£13,500.00	£34.00	£13,500.00	£0.00
Grounds Maintenance Contract	£12,500.00	£1,408.32	£12,500.00	£0.00
Total Recreation Grounds	£36,900.00	£2,286.42	£36,900.00	£0.00
Caretaker Salary	£13,717.00	£2,897.22	£12,200.00	£-1,517.00
Caretaker - Tax & NI	£3,500.00	£1,259.28	£5,000.00	£1,500.00
Clerk Salary/Tax/NI/Pension	£6,950.00	£1,300.00	£5,200.00	£-1,750.00
Total Community Centre	£24,167.00	£6,456.50	£22,400.00	£-1,767.00
Gorse - general	£2,500.00	£0.00	£2,500.00	£0.00
Wood - general	£2,500.00	£0.00	£2,500.00	£0.00
Wood & Gorse Wardens	£110.00	£0.00	£110.00	£0.00
Common Bank Lease	£100.00	£0.00	£100.00	£0.00
Woodland Committee Events	£1,152.00	£103.54	£1,152.00	£0.00
Wood Project	£0.00	£120.44	£0.00	£0.00
Total Woodland Management	£6,362.00	£223.98	£6,362.00	£0.00
Events	£9,000.00	£3,291.47	£9,000.00	£0.00
Loan Repayments - Community Centre	£25,889.00	£0.00	£25,889.00	£0.00
Ground rent - sewage works allotment	£12.00	£0.00	£12.00	£0.00
Projects	£0.00	£0.00	£0.00	£0.00
Legal Costs	£0.00	£0.00	£0.00	£0.00
Other	£10,000.00	£0.00	£10,000.00	£0.00
Total Other Expenditure	£44,901.00	£3,291.47	£44,901.00	£0.00
Administration / Cleaning & Caretaking	£8,200.00	£1,341.16	£8,200.00	£0.00
Food and Drink	£2,700.00	£1,226.92	£2,700.00	£0.00
Plants and Shrubs	£1,200.00	£0.00	£1,200.00	£0.00
Garden Maintenance	£300.00	£67.17	£300.00	£0.00
Printing and Stationery	£500.00	£342.85	£500.00	£0.00
Water Rates	£400.00	£23.26	£400.00	£0.00
Electricity and Gas	£750.00	£596.12	£750.00	£0.00
Fuel and Oil	£100.00	£0.00	£100.00	£0.00
Travel and Subsistence	£150.00	£0.00	£150.00	£0.00
Machinery & Equipment Servicing	£400.00	£260.67	£400.00	£0.00
Building repairs	£2,000.00	£697.11	£2,000.00	£0.00
Volunteer costs	£500.00	£0.00	£500.00	£0.00
Training and Certification	£500.00	£0.00	£500.00	£0.00
Miscellaneous / Cleaning Materials	£500.00	£71.77	£500.00	£0.00
Total Winthrop Park	£18,200.00	£4,627.03	£18,200.00	£0.00
Grants & Donations	£517.00	£100.00	£517.00	£0.00
Section 137 Donations	£1,000.00	£250.00	£1,000.00	£0.00
Total Grants and donations	£1,517.00	£350.00	£1,517.00	£0.00
TOTAL EXPENDITURE	£236,423.00	£38,014.38	£230,496.41	£-6,926.59

Susan Ellis

Wickersley Parish Council

5484.5 To confirm removal of sweep on account

Resolved : To remove the automatic sweep on the main account

5484.6 To confirm the removal of N.Judah and B.Cutts as bank signatories

Resolved : Confirmed removal of N.Judah and B.Cutts as bank signatories

5485 To consider any general correspondence and publications

5485.1 Request to hold a fair on Wickersley Park

Resolved : Unanimous decision to decline

5485.2 Electoral review draft recommendations

Resolved : To make comment to the consultation of the ward split over the Parish boundary.

5486 To consider planning and licensing matters including new planning applications in Wickersley

Cllr S Ellis declared an interest in RB2017/0970

The following applications were noted :-

RB2017/0929 - 2 Aldam Chase Wickersley - Single storey side and rear extension

RB2017/0678 - Cotswold House Bawtry Road Wickersley - Change of use to letting agent (use class A2)

RB2017/0885 - 75 Green Lane Wickersley - Demolition of existing garage and rear conservatory, and erection of two storey side & single storey rear extension

RB2017/0850 - 2 Palm Hollow Close Wickersley - Front & rear extensions, demolition of existing garage and erection of garage/workshop

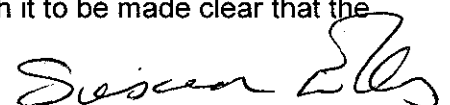
RB2017/0970 - 105 Bawtry Road Wickersley (Co-op Funeral Care) - New shop front and installation of a/c unit to rear

RB2017/0959 - 7 Spruce Avenue Wickersley - Two storey side extension

The Council objected to the following applications:-

RB2017/1021 - land at Sledgate Lane Wickersley - Application to vary condition 15 (replace proposed stone boundary wall with post & rail fence with laurel hedge) imposed by RB2015/1091- Wickersley Parish Council wish to object as the stone wall is more in character with the area. It is acknowledged that some self-seeded trees may have to be removed in order to accommodate this and would want replacement trees put in place as per the plans. Concerns were also raised regarding who would maintain the hedging around that part of the boundary that does not form part of any garden area.

RB2017/1035 - 284 Bawtry Road Wickersley - Display of 1 illuminated & 1 non : illuminated fascia sign This was noted however the Parish Council wish it to be made clear that the



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sign saying Bar and Restaurant implies bar use is equally as important as restaurant and therefore a dual use of A3 and A4. The Parish Council request that the owners are written to explaining the requirements of A3 use and conditions in accordance with the 1996 consent.

RB2017/0695 – The Parish Council were disappointed that shutters have been approved which they believe are not in accordance with the Council's guidance on Shop Front Design. It is noted that other shops have internal shutters, including the other opticians, and it is requested that this consent is not used as a precedent for similar unattractive external shuttering on other premises in Wickersley.

5487 To receive draft reports from Committees and other meetings not previously considered.

Gala 24th June 2017

Noted

Woodland Committee Meeting – 26th June 6:30pm

New path into Wickersley Wood, discussion taking place regarding replacement notice boards and information. Halloween event to be a sing-a-long, would like all councillors to be involved. Sculptures are on-going.

Winthrop Gardens Committee – 7th July 2017

The minutes of the meeting were distributed. Discussions re solar panels, building issues and changes.

Resolved : Costs for planning for solar panels to be paid out of reserves. All policies to be discussed at the next Parish Council meeting.

Standing orders were moved to allow business to be completed.

Neighbourhood Planning discussion meeting – 10th July 2017

Discussion regarding the advantages and disadvantages took place.

Resolved : Item to be on the September parish agenda.

WCCA – Update re building cladding

The Clerk distributed a report to all Councillors indicating findings of a low risk.

Appraisals – Taken in confidential matters

5488 To note dates of future committee meetings and events

Wickersley Park Development Committee Meeting – 18th July 7pm


Environment Committee Meeting – 11th September 7pm

WCCA – 12th September 7pm

Parish Council meeting – 18th September 7pm

Woodland Committee Meeting – 25th September 6:30pm

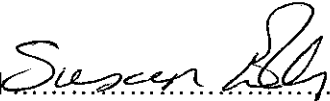
Recreation Ground Committee meeting – 2nd October 7pm



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Parish Council meeting – 16th October 7pm
Parish Council meeting – 20th November 7pm
Woodland Committee meeting – 27th November 6:30pm
Environment Committee meeting – 11th December 7pm
WCCA – 12th December 7pm
Parish Council – 18th December 7pm

The meeting closed at 9:30pm.

Signed  (Chairman) Dated 18th September 2017