

Wickersley Parish Council

Minutes of the Council Meeting 7.00pm 17th June 2019 held at Winthrop Gardens, Wickersley

Members: Cllrs:- P Thirlwall (Acting Chairman), A Bates, P Beighton, C Grimes, S Horsfield, N Judah, B McNeely, T Nurse & K Phillips

In Attendance: Mr G Pacey (Interim Clerk)

5802 To receive apologies for absence

Apologies were received from Cllrs: J Barber, E Boswell, S Ellis, A Gibson, M Godfrey & R Postlethwaite

5803 To note any declarations of interest on items to be discussed at this meeting

There were no declarations.

5804 To approve the minutes of the Council Meeting held on 20th May 2019

Resolved: The minutes of the meeting of 20th May 2019 were accepted as a true record.

5805 To receive a report from the Police

There were no PCSOs present.

5806 To note any issues from members of the public

There were no members of the public present.

5807 To consider any community matters from Councillors

Cllr Thirlwall had received feedback from residents that there was insufficient play equipment for very young children at the Bob Mason Recreation Ground. Cllr Bates said he was aware of this and would factor in this information into deliberations at the Recreation Grounds Committee.

5808 To consider co-option for the Councillor Vacancy

There have been no enquiries since the last meeting.

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5809 To note matters arising from the minutes of the Council Meeting of 20th May 2019

(5783.2 RB2019/0490 Three Horseshoes, 133 Bawtry Road, Wickersley). This application was now being considered by the RMBC Planning Board and the Parish Council had been invited to send representation.

5810 To consider financial matters, including: -

5810.1 authorisation of payment of accounts since the last meeting

The Clerk noted that ACE Leaflet Distribution have required payment in advance of delivery of the June 2019 Newsletter as the Parish Council were a new client. The Clerk was asked to write to Councillors once the newsletter had been delivered to check that each Councillor had received their copy.

Resolved: That the following payments to 17th June 2019 are approved:-

Gross	Vat	Net	To Whom Paid	Particulars of Payment
£44.89	£7.48	£37.41	QDOS	Stationery items
£36.00	£6.00	£30.00	APC	Pest Control May 2019
£3,037.50	£506.25	£2,531.25	CIQA	Neighbourhood Plan Consultancy to May 2019
£240.00	£40.00	£200.00	RMBC	Job advertising May 2019
£239.95	£39.99	£199.96	ACE Leaflet Distribution	Newsletter distribution July 2019
£141.24	£23.54	£117.70	BT	Internet to 31/7/19
£232.81	£38.80	£194.01	BT	Phone to 31/7/19
£72.89	£0.00	£72.89	Yorkshire Water	Bob Mason Pavilion - Water to 15/5/19
£72.04	£0.00	£72.04	Yorkshire Water	Tanyard Toilets - Water to 15/5/19
£360.00	£60.00	£300.00	BHPIT	Quarterly network support
£48.00	£0.00	£48.00	Bubbles Cleaning Services	Winthrop cleaning 14/5
£88.13	£14.69	£73.44	T L Killis	Cleaning supplies to 23/5
£886.99	£147.83	£739.16	T.Farnsworth Landscapes	Grounds Maintenance May 2019
£53.00	£8.83	£44.17	D & J Hobson	Winthrop plants
£1,831.90	£0.00	£1,831.90	A Chester	Winthrop expenses
£152.54	£7.69	£145.28	Eon	Winthrop electricity supply
£6.97	£1.16	£5.81	Sage UK	Sage support to 31 May
£15.00	£0.00	£15.00	YLCA	Job ad circulation 10/6
£36.00	£6.00	£30.00	APC	Pest control June 19
£954.00	£159.00	£795.00	TDP Ltd	2 engraved plastic benches - Env Committee
£40.00	£0.00	£40.00	L J Digital Media	Website amendments May/June 19
£104.00	£0.00	£104.00	R M Hill	Replace 2 light fittings (+1 spare) Tanyard Toilets
£81.00	£0.00	£81.00	WCCA	Room hire for NPSG events (W01129)
£168.54	£28.09	£140.45	Ricoh UK Ltd	Printer Rental 1/6 to 31/8 + copies 1/3 to 31/5
£6,210.37	£0.00	£6,210.37	Net Wages June 2019	Net Wages June 2020
£1,960.59	£0.00	£1,960.59	HMRC	Tax +NI June 2019
£634.78	£0.00	£634.78	SYPA	Superannuation June 2019

5810.2 Finance Committee – 3rd June 2019

The Clerk reviewed the minutes of the Finance Committee with Councillors.

Resolved: To accept the decisions and recommendations of the Finance Committee.

There was further discussion about training and support for staff for the use of the Sage Accounts software.

Resolved: If necessary, four half-days of support might be arranged with Claire Lacey from Real World Business across September to December 2019. Cllr Barber or Judah to meet with Claire after each half-day to review progress.

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5810.3 To approve the Accounts for 2018-19

The Clerk reviewed the Parish Council Accounts to 31st March 2019. A small surplus of £5,126 was reported. Although this was a positive outcome, the Clerk noted that this was because of the delay of several scheduled projects which were not completed during the year.

5810.4 To receive the internal audit report, as reviewed by Finance Committee

Resolved: To accept the decisions and recommendations of the Finance Committee.

5810.5 Review and approve the Annual Governance Statement and Accounting Statements 2018-19

Resolved: To approve the Annual Governance Statement and Accounting Statements for 2018-19. The meeting Chairman and Clerk to sign the statements on behalf of the Council.

5810.6 Risk assessment 2019-20

Resolved: To approve the risk assessment for 2019-20.

5810.7 Finance Committee – Terms of Reference

Resolved: To accept the proposed changes to the Terms of Reference.

5811 To consider any general correspondence and publications

5811.1 Rain Rescue - request for a grant. The Clerk noted that this would now be dealt with at the next Council Meeting on 15th July 2019.

5811.2 PCSO Review – Future design of service chosen. South Yorkshire Police have written to advise the favoured option, which was a review of PCSO shift patterns. The Council will be asked for their views on this as a part of the community engagement in due course.

5811.3 RMBC Library Consultation. RMBC have written to advise of a public consultation on the Library and Neighbourhood Hubs service. Cllr Phillips noted that Eleanor Fisher had joined the WCCA as a member. Her background as senior manager for RMBC Libraries and her early work with setting up Wickersley Library were invaluable in this regard.

Resolved: Cllr Phillips to arrange for Eleanor to respond to the consultation on behalf of the Council.

5811.4 RMBC Consultation on Draft Statement of Community Involvement. Noted.

5811.5 RMBC - Parking on the Bawtry Road service road and The Grove (near Wickersley Parish Clock). RMBC have written to advise the final proposals for parking restrictions.

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5812 To receive Committee Chairmen's updates for the following meetings:

5812.1 Neighbourhood Plan – 3rd June 2019. This was progressing according to plan, and Councillors were happy with the timelines. Cllr Thirlwall suggested a meeting with senior managers at RMBC Development Control once the Plan was adopted; to emphasise the need to include its findings in reviewing any planning application received.

5812.2 WCCA – 11th June 2019. Cllr Phillips updated members on the salient points from the meeting. The following points were noted:

- **Accounts.** The accounts had been audited and the WCCA have considered the audit report. The WCCA would move to Sage Accounts and Internet Banking.
- **Caretaking.** The Caretaker, Mr Goodge, would be on scheduled sick leave from 17th June, and cover would be provided by the Assistant Caretaker, Julie Elvidge. By mutual agreement, from September, both members of staff will form a job-share, which would be a beneficial arrangement for all parties.

5813 To consider planning and licensing matters including new planning applications in Wickersley

5813.1 The following planning applications were noted:

- **RB2019/0766** Two storey and single storey rear extension and formation of vehicle access, 16 Gillott Lane Wickersley
- **RB2019/0784** Demolition of existing and erection of 1 No dwelling house, White House Morthen Lane Morthen
- **RB2019/0831** Erection of detached triple garage with studio, 2 Woodland Close Wickersley
- **RB2019/0818** Two storey side and single storey front and rear extensions 26 Stone Crescent Wickersley
- **RB2019/0824** Demolition of front porch, erection of two storey & single storey side and single storey rear extension and formation of hardstanding to front, 70 Green Lane Wickersley
- **RB2019/0826** Two storey & single storey rear extension, single storey side extension & installation of pitched roof over existing flat roof extension, 31 Freeman Road Wickersley

5813.2 Resolved: The Parish Council objected to the following application:

- **RB2019/0714** Demolition of existing bungalow and erection of 1 No. detached dwellinghouse, 40 Wood Lane Wickersley - on the grounds of the new dwelling being of an excessive scale and height relative to its neighbours and excessive area of hard standing in the front garden area leaving little room for soft planting which is a characteristic feature of this street.

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5814 To note dates of future committee meetings and events

- Parish Council – 7pm 15th July 2019

Resolved: To cancel all other scheduled committee meetings between today and 31st August 2019. This is to allow time for new administrative staff to be appointed in the next few weeks and to get up to speed before the next committee cycle commences. Note that Anna Chester will contact members of Winthrop Gardens Committee to arrange a separate meeting for early July.

The meeting was closed at 8.25pm.

Signed(Chairman). Date: 15th July 2019