

Brinsworth Parish Council

MINUTES OF THE ORDINARY MEETING HELD ON THURSDAY 14 NOVEMBER 2019

Those present :

Chairman : Cllr A Buckley

Vice-Chairman : Cllr J Williams

Councillors : Cllr Mrs P Gregory, Cllr Mrs M Hughes, Cllr S Ridge, Cllr Mrs M Rollinson, Cllr Mrs K Saxton, Cllr Mrs J Tompkins

Officers : Mrs G Blank

2351 Public Question Time (20 minutes)

There were no members of the public in attendance.

2352 Apologies

Apologies were received from Cllrs Barry, Bowler and Dyson and the reasons given were approved.

2353 Declaration of Members' Interests

The Chairman asked Councillors to express any declarations of interest prior to the relevant item being discussed.

2354 Approval of the Minutes of the Meeting Held on :-

17th October 2019

RESOLVED: That the minutes of the meeting held on 17th October 2019 are approved as a true and accurate record.

2355 To Receive Information on Ongoing Issues and Decide Further Action Where Necessary

There were no ongoing issues to discuss.

2356 Community Issues

a) Police - There were no police in attendance

b) RMBC Ward Councillors - Cllr Buckley was in attendance and reported that due to upcoming General Election the Council was now in purdah so things were quiet. The main issues to report were the floods in the Rotherham area and the recent speed awareness checks recently held in Brinsworth.

c) Others - The Clerk reported that someone had been captured on CCTV vandalising the cigarette bin on the front of The Centre and taking away the contents. This has been shown to the Police by the Centre Manager.

2357 Planning

a) To consider RMBC Planning lists

1) RB2019/1561 - Installation of heat & power unit, tanks and pipe bridge at MTL, Grange Lane (for info) - noted.

2) RB2019/1676 - Demolition of existing rear extension and erection of a two storey & single storey rear extension at 81 Brinsworth Lane - noted.

b) To receive an update on applications previously considered

1) RB2019/1003 - Erection of 2 no dwelling houses at land off Whitehill Lane -

granted conditionally - noted.

2) RB2019/1314 - Demolition of existing detached garage and erection of two storey side and single storey front and rear extensions at 1 Blackmoor Crescent - granted conditionally - noted.

3) RB20190882 - Single storey side extension at 69 Normanville Avenue - appeal dismissed - noted.

2358 Reports

a) To receive feedback from Cllrs Bowler and Ridge from the recent Chairman Training Course

Cllr Ridge reported that the course had been very interesting and informative and that the trainer was very knowledgeable.

b) To receive any other reports from Councillors

Cllr Gregory asked it be noted how helpful the Centre staff had been at the Remembrance Service and thanked the Attendants for tidying the Cenotaph prior to the service. The turn out had been even better than in previous years and was a lovely service.

2359 Correspondence

a) RMBC Electoral Services - Full Electoral Register - noted.

b) YLCA - White Rose Update (forwarded) - noted.

c) NALC - Bulletins (forwarded) - noted.

d) NALC - Guide to tackle loneliness (forwarded) - noted.

e) NALC - Code of Recommended Practice on Local Authority Publicity (forwarded) - noted.

f) SYPCC - Newsletter (forwarded) - noted.

g) SYP - Neighbourhood Newsletter (forwarded) - noted.

h) Came & Co - Council Matters Autumn News (forwarded) - noted.

i) VAR - Bulletins (forwarded) - noted.

j) Rural Service Network - Bulletins (forwarded) - noted.

k) War Memorials Trust - Bulletin - noted.

l) Any Other Correspondence

1) YLCA 2020/21 Subscription Fee Increase - noted.

2360 Staffing *

a) To discuss and approve the Clerk's pay review following the successful completion of the CiLCA qualification

The Clerk shared with Councillors a job evaluation form and the profile descriptors for each level of Parish Council to assist them with their deliberations. She pointed out that the Parish Council could apply to be a level 3 Council based on the current criteria if they wished.

Councillors congratulated the Clerk for passing her CiLCA qualification and asked her to leave the room whilst they discussed her pay review.

RESOLVED: That the Clerk's pay scale is reviewed and set at scale point 38 of the SLCC pay scales.

b) To consider and approve the job description for the Deputy Clerk post

Prior to the meeting the Clerk had circulated a draft job description for the Deputy Clerk post. She also shared the Assistant Clerk's job description to show there was no overlap of duties.

The Clerk suggested the vacancy should be advertised with a closing date of 6th December 2019 and interviews to take place week commencing 16th December 2019 by members of the staffing committee.

RESOLVED: That the job description for the Deputy Clerk is approved.

c) To consider and approve the recruitment timetable for the Deputy Clerk post

The Clerk suggested that the vacancy should be advertised with a closing date of 6th December 2019 and interviews to take place week commencing 16th December 2019 by members of the staffing committee.

RESOLVED: That the recruitment timetable is approved.

d) To agree who will interview applicants for the vacant Amenity Attendant post

The Clerk suggested that herself and one on the Amenity Attendants could interview the 6 applicants for the post. Cllr Hughes thought it was necessary for a member of the Parish Council to be on the panel too.

RESOLVED: That the Clerk, Cllr Rollinson and one of the Amenity Attendants form the interview panel.

MEETING CLOSED: 19:00