

Brinsworth Parish Council

MINUTES OF THE ORDINARY MEETING HELD ON THURSDAY 16 JULY 2020

Those present :

Chairman : Cllr A Buckley

Vice-Chairman : Not Present

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

Officers : Mrs G Blank, Mrs J Huddleston

2412 Public Question Time (20 minutes)

There were no members of the public in attendance.

2413 Apologies

Apologies have been received from Cllrs Gregory and Williams and the reasons given were approved.

2414 Declaration of Members' Interests

- To receive disclosures by members of any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and any other relevant interests under the members Code of Conduct

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

2415 Approval of the Minutes of the Meeting Held on :-

18th June 2020

RESOLVED: That the minutes of the meeting held on the 18th June 2020 are approved as a true and accurate record.

2416 To Receive Information on Ongoing Issues and Decide Further Action Where Necessary

There were no outstanding issues to discuss.

2417 Co-option of Members onto the Parish Council

Paul Soper, a former Trustee of Brinsworth Community Trust, had expressed an interest in joining the Parish Council. Following his attendance at several meetings his application was discussed and approved.

RESOLVED: That Paul Soper is co-opted as a Councillor to Brinsworth Parish Council.

Cllr Paul Soper joined the meeting and was welcomed by the Chairman.

Due to the Covid19 restrictions the Clerk agree to send Cllr Soper the documents he was required to complete along with a copy of the Standing Orders, Financial Regulations and Code of Conduct.

2418 Community Issues

a) Police - There were no Police in attendance. The Clerk informed Councillors that she had contacted the Police on a number of occasions to report groups of people not adhering to social distancing on the playing fields but had not received any response. The Clerk had been informed that there was a new Inspector for the area called Martin Simcock. Cllr Buckley informed Councillors that there was also a new

Sergeant called Karl Robinson.

b) Ward Councillors - Apologies were received from Cllr Simpson but had sent an email to the Clerk outlining what he had been doing during the lockdown period. The Clerk agreed to circulate this to Councillors. Cllr Buckley was asked what RMBC were doing about the foul smell of tarmac that was affecting the village. Cllr Buckley informed Councillors that this was an ongoing issue between RMBC and SCC who were not accepting responsibility for who's problem it is. The only positive at the moment is that the fumes are not harmful to residents. Cllr Buckley said he would chase this issue again along with his fellow Ward Councillors.

c) Others - Cllr Ridge informed Councillors that he had asked the Clerk to contact RMBC with regards to the safety of Brinsworth Lane due to speeding traffic. Last year there was a fatality in the area which they had said previously would be investigated. The response to the Clerk from RMBC was that the accident in question was not as a result of a road safety issue so no action was planned to be taken. Cllr Ridge is extremely concerned that there will be more fatalities if nothing is done to reduce the speed that cars drive through the village. The Clerk also informed Councillors that during lockdown she had been contacted by a concerned resident who asked if the Council could look at installing CCTV to deter 'boy racer' drivers. Unfortunately the Parish Council do not have the funds to provide the equipment or resources needed to monitor the system. Cllr Buckley informed Councillors that this was a topic the Ward Councillors were also looking into with RMBC colleagues.

RESOLVED: That the Clerk is to write to South Yorkshire Police and ask them what can be done to prevent speeding through the village and to copy Ward Councillors into the letter.

2419 Standing Orders

- To review and approve

The Clerk informed Councillors that as part of the annual meeting the Standing Orders of the Parish Council must be reviewed regardless as to whether there have been any changes. The Internal Auditor had picked up on the fact the Standing Orders had not been reviewed since 2018.

The Clerk confirmed that the model Standing Orders had not changed since 2018 but as the annual meeting had not gone ahead due to the Covid 19 lockdown period this was the next available meeting for them to be reviewed.

The Clerk explained to Councillors that only the items in bold have to be adopted all other points are at the Council's discretion. It was agreed that the Standing Orders are adopted as per the model document.

RESOLVED: That the Standing Orders are reviewed, approved and are still fit for purpose.

2420 Policies

- To review and approve the following policies:-

- a) Complaints Procedure
- b) Grievance Policy
- c) Website Accessibility Statement

The Deputy Clerk explained to Councillors that she had been tasked with ensuring

that the Parish Council's policies are all set up and up to date and that she would be submitting them a few at a time each month for Councillors to consider. The policies are all based on NALC model documents and adjusted to meet the needs of Brinsworth Parish Council. Each policy should be reviewed annually and approved by the Parish Council.

The Deputy Clerk went through each policy with Councillors, who had received a copy prior to the meeting for their consideration, and answered any questions raised. Councillors thanked the Deputy Clerk.

RESOLVED: That the Complaints Procedure, Grievance Policy and Website Accessibility Statement are all reviewed and approved as fit for purpose.

2421 Planning

a) To receive RMBC Planning Lists

- 1) RB2020/0726 - Erection of external canopy at Brinsworth Manor Infant School - noted.
- 2) RB2020/0834 - Demolition of existing extension and erection of two storey and single storey rear extensions at 15 Field View - noted.
- 3) RB2020/0959 - Demolition of detached garage and erection of single storey side extension at 63 Brinsworth Hall Crescent - noted.

b) To receive an update on applications previously considered

- 1) RB2020/0508 - Demolition of existing extension and erection of detached garage at 14 Roehampton Rise - Granted Conditionally - noted.
- 2) RB2020/0535 - Two storey rear extension at 29 Snowdon Way - Granted Conditionally - noted.
- 3) RB2020/0697 - Application to determine whether prior approval is required of the method of demolition of modular timber framed building at former Library - Granted - noted.

2422 Reports

There were no reports received.

2423 Correspondence

- a) YLCA - Electronic Training Programme 2020 (forwarded) - noted
- b) YLCA - White Rose Updates (forwarded) - noted
- c) NALC - Newsletters (forwarded) - noted
- d) RMBC Neighbourhoods - Brinsworth & Catcliffe News (forwarded) - noted
- e) VAR - Ebulletins (forwarded) - noted
- f) SYFRA - Newsletter (forwarded) - noted
- g) Any Other Correspondence
 - 1) South Yorkshire Lieutenancy - card of thanks to Parish Councils and their contribution during the Covid 19 crisis.
 - 2) Weekly RMBC Covid19 updates.

2424 Meetings

- To consider and approve the future frequency of Parish Council Meetings

Due to the small amount of business currently required at some meetings Cllr Saxton asked if the Parish Council meetings could be combined into one as a temporary measure.

Councillors discussed the suggestion and although they agreed with Cllr Saxton they

did not want to feel that matters raised could not be discussed fully due to time constraints.

Cllr Buckley suggested that the Clerk and himself should assess the need for fewer meetings going forward based on the number of agenda items for each committee.

2425 Staffing *

- To review the probation period of the Deputy Clerk

The Deputy Clerk left the meeting.

The Clerk informed Councillors that the 3 months probation period for the Deputy Clerk had finished and asked them to consider whether they wanted to offer the job to her on a full time basis or extend the probation period.

Councillors were sympathetic that the lockdown period had made it impossible for the Clerk to fully train the Deputy Clerk during her probation period but did not feel they could offer the job on a permanent basis until this had been achieved and the Deputy Clerk could demonstrate her ability to fulfil the role.

RESOLVED: That the Deputy Clerks probation period is extended by a further 3 months. The Clerk will give more responsibility to the Deputy Clerk to enable her to get the relevant experience that she requires to fulfil the criteria.

MEETING CLOSED: 20:10

* Press and Public Excluded