

Brinsworth Parish Council

MINUTES OF THE FULL COUNCIL MEETING HELD ON THURSDAY 29 SEPTEMBER 2022

Those present :

Chair : Cllr K L Hollis

Vice-Chair : Cllr S Ridge

Councillors : Cllr A Buckley, Cllr J R Gelder, Cllr P Gregory, Cllr T Hannan, Cllr C L Jones, Cllr M Rollinson, Cllr J Watson

Officers : Mrs L Szanto

31 Public Question Time

There were no members of the public in attendance.

Peter Jenkinson was in attendance to observe the meeting prior to starting as Clerk/RFO on 10th October 2022.

Helen Hall, The Centre Business Manager, was in attendance for item 10 a).

32 Apologies

Apologies were received from Cllrs Chatwyn and Nocton and the reasons given were approved.

33 Declaration of Interests

The Chair asked members to express any declarations of interest either now or prior to the relevant item being discussed.

34 Approval of the Minutes of the Meeting held on:

28th July 2022

RESOLVED: That the minutes from the meeting held on 28th July 2022 are approved as a true and accurate record.

35 Ongoing Matters and Updates from Previous Meetings

24 - (17/2627/2617/2607/2598) Ward Councillors Planters - these have now been ordered and should be delivered in a couple of weeks.

24 - (17/2627/2618) - Former Library land licence - Cllr Ridge asked if there was any progress and the Assistant Clerk said she had not heard anything since the Clerk left.

25a) Anti-social behaviour (junction of Brinsworth Road/Broadway/Derwent Crescent) - Cllr Gelder asked if progress had been made and the Assistant Clerk said that she had not heard anything from National Highways.

25b) Youth Shelter - Cllr Ridge asked when the Youth Shelter would be in place and the Assistant Clerk said she had not heard anything and would chase it up.

36 Reports from Ward Councillors

a) To receive any reports from Ward Councillors

There were no Ward Councillors present for any reports

b) To consider and approve any actions

There were no actions to discuss.

37 Reports from Members on External Meetings and Training

a) To receive any reports from Councillors

Cllr Jones said she would like to give an update on the Jumble Sale held on 18th September 2022. The Assistant Clerk said that this needs to be discussed at a BCT meeting.

Cllr Buckley gave an update on an RMBC Joint Working Group meeting he attended. He reminded Councillors that the Register of Interest forms needed to be kept up to date and that it is the responsibility of each member to fill in a new one if their circumstances change. These are then uploaded on to the Parish Council website and sent to RMBC for their website. RMBC suggested that this be an annual task and the Assistant Clerk was asked to send blank forms to Councillors for this to be done.

The Joint Working Group mentioned that the Parish Councils' websites needed to be kept up to date for the public to have the correct information. RMBC will be putting a page on their website for each of the Parish Councils in Rotherham which they can take from the individual websites. Before it is published this will be sent to Councils for approval. The Assistant Clerk was asked to liaise with the website host with regards to this. Cllr Jones asked about the contract for the website and reminded Councillors that a discussion took place sometime last year regarding an alternative host. The Assistant Clerk said that the 2 year contract had recently been renewed and Cllr Jones asked how this had happened and asked for clarification why it was renewed, when it was agreed and if there is a clause in the contract for a cooling off period. The Assistant Clerk said she would try and find this information out.

The final item from the meeting was the Emergency Planning. RMBC had said they had not received some of the Parish Councils' up to date plans and after the circumstances in the summer, with fires and flooding, each Council was asked to check that these were appropriate for all situations. The Assistant Clerk said that Brinsworth's had recently been completed and sent to RMBC. The Assistant Clerk was asked to check this and make sure the appropriate changes are made.

Cllr Gregory gave an update on a visit to Brinsworth Academy that the Parish Council and the feeder schools were invited to. She said it was regarding a different way that they were intending to teach German in school and found it very interesting.

b) To consider and approve any actions

RESOLVED: That the Assistant Clerk to make sure the website is up to date, send out Register of Interest forms to be completed and to ensure that the Emergency Plan is up to date.

38 Planning

a) To receive RMBC Planning Lists

- 1) RB2022/1135 - Application to vary condition 2 (approved plans) imposed by RB2021/1355 at Howarth House - noted
- 2) RB2022/1212 - Demolition of existing conservatory and erection of a single storey front, two storey side & rear and single storey rear extension at 5 Blackmoor Crescent - noted
- 3) RB2022/1281 - Discharge of condition 5 imposed by RB2017/1347 at Junction 33 M1 -

noted - Cllr Watson asked for clarification on what 'discharge of condition' meant and Cllr Buckley gave an explanation

4) RB2022/1290 - Erection of Outbuilding at 6 Willow Close - noted

b) To receive an update on applications previously considered

1) RB2022/0731 - Two storey & first floor side extension at 34 Normanville Avenue - Granted Conditionally - noted

39 Correspondance Requiring Members Attention

None received prior to the agenda being produced.

40 Finance Issues not under the remit of the Finance Committee

a) To consider and approve the funding of Active Regen after September 2022

The budget for provision of activities for residents had been cut for 2022-2023 and there is a shortfall for Active Regen to carry on. There had been an Awards for All funding bid sent to the Big Lottery but this had been refused. Helen Hall explained that she had had a conversation with a representative from the Big Lottery and due to the final analysis had not been supplied to them that new funding bids would not be considered until it had. This had occurred due to Covid and contact changes at the Big Lottery who were going to work with us to finalise. Helen said that she is now working with them to arrange final documents so we can be considered for future bids. As this is a Trust issue it would be discussed at a future Trust meeting.

A discussion regarding the budget took place and as some Councillors felt this years had not been set in an appropriate way that the Parish Council need to bare in mind costs involved for future budget setting.

Cllr Jones said that when she was Chair she had asked the Clerk about the monitoring and was told that we don't have to do it anymore. Cllr Jones was quite annoyed with this as she was aware of the criteria of funding bids and follow up documents. Councillors discussed this at length. Cllr Jones asked if information can be found as to why this had not been done as it is out of order.

Councillors discussed this and agreed that they would support Active Regen but as the Assistant Clerk was not a financial officer this could not be agreed where the funding would come from.

RESOLVED: That Councillors agreed that they would support Active Regen and the item would be put on the agenda when the new Clerk / RFO was in position.

b) To consider and approve the costs for investigating the drainage problem on Brinsworth Playing Fields

The Assistant Clerk had made Councillors aware of a drainage problem on a section of the playing fields. This had got worse over recent weeks and is now affecting residents' gardens and a football pitch even though there had been a long dry spell. The Councillors discussed this and felt that it may not be a Parish Council issue as there had been springs underground many years ago but they also felt that an investigation needs to take place to help the residents.

RESOLVED: That an investigation is undertaken to find the source of a drainage problem on Parish Council land.

c) To consider and approve the contribution to RMBC for works to be carried out on the Black Path (rear of Sunnybank Crescent and Campbell Walk)

Following previous discussions, the residents of Campbell Walk are continuing to be the target of anti-social behaviour. The Public Rights of Way (PROW) officer has asked if the Parish Council would be willing to contribute some funding towards continuing with the new fencing on the Black Path as there was a shortfall in the funding for their department. The Ward Councillors are contributing £2,000 towards the funding.

Cllr Buckley asked for clarification which side of the path the fencing would be placed to ensure the residents of Campbell Walk get help with anti-social behaviour before any commitments are made to the amount of donation.

RESOLVED: That Councillors would consider the funding support at an appropriate meeting when the location of the fencing is confirmed and the new Clerk / RFO was in position.

d) To consider and approve the quotes for the Play Area Resurfacing

This has been put on the agenda to discuss from a previous meeting. It was suggested that this be looked at when setting the 2023-2024 budget.

Cllr Jones asked if the Councillors could be provided with a list of projects that the Parish Council were looking at to enable the budget to be set. The Assistant Clerk confirmed that this is already a scheduled yearly task.

RESOLVED: That this item is deferred until the new Clerk/RFO is in position to enable projects to be looked at.

41 Meetings

a) To consider and approve the frequency of meetings

A number of Councillors had mentioned that the current structure of the meetings was confusing and they felt they were not kept in the loop with meetings only being every two months for each committee.

The Assistant Clerk had looked through previous minutes and informed the meeting that this was requested earlier in the year due to some Councillors feeling that there were too many meetings per month. As this was within the six months period of not being able to alter previous agreed minutes this was to be put on the agenda for Full Council meeting in November.

b) To consider and approve membership of each of the committees, if appropriate

This will be discussed at the November meeting as above.

42 Items Requested by Members

a) To consider and approve the access to passwords for the Councillor emails due to problems with the Samsung Tablets (Cllr Jones)

Cllr Jones requested the password to her email account as she was having problems with accessing emails on the Samsung Tablet supplied to each Councillor. She said that her tablet had been brought in to the office to be assessed but there was not fault found.

RESOLVED: That Councillors can be supplied with their individual passwords to enable them to access their emails on their personal devices.

b) To consider and approve the request for Councillors and Employees to visit the Lifewise Centre (Cllr Hannan)

Cllr Hannan had visited the Lifewise Centre and thought it would be of interest to Councillors and Staff. Councillors discussed this and felt that, as there was no cost involved, this would be a good idea.

RESOLVED: That the Assistant Clerk would contact all Councillors and Staff to see if they would be interested in attending the Lifewise Centre.

43 Exclusion of the Press and Public

- To consider and resolve to exclude members of the press and public under the Public Bodies (Admissions to Meetings) Act 1960 for matters appertaining to confidential or exempt information

RESOLVED: That the press and public are excluded from the meeting.

44 Staffing Issues not under the remit of the HR Committee

- To approve the appointment of Peter Jenkinson as Clerk & RFO to Brinsworth Parish Council

Cllr Hollis gave an update on the appointment of new Clerk & RFO. She introduced Peter Jenkinson, who was in attendance to observe the meeting, and said that he would be starting on 10th October 2022. Councillors welcomed Peter.

RESOLVED: That Peter Jenkinson is approved as the new Clerk & RFO.

45 Financial Year End Documents and Audit

- To receive and approve the AGAR from the External Auditor

The Assistant Clerk had sent out documents prior to the meeting. In the Auditors letter there was a minor comment of missing the deadline for the Charity Accounts by 3 days but this will not be an issue for the 2022-2023 audit as the deadline was achieved in advance.

RESOLVED: That the AGAR report from the External Auditor is approved.

MEETING CLOSED: 19.40