

## TODWICK PARISH COUNCIL

Minutes of the council meeting carried out remotely via Microsoft Teams at 7.00p.m. on Tuesday the 27<sup>th</sup> of April 2021.

The Annual Assembly could not be held because of government restrictions and these minutes include the Chairman's Report and other reports which would have been given to the Assembly had it been held.

### **Present**

Councillor Carter  
Councillor Davis  
Councillor Dixon – Chairman  
Councillor Jeffrey  
Councillor Morley  
Councillor Newbold  
Councillor O'Sullivan  
Councillor Wright  
J R Walker – Clerk & Financial Officer

### **20/222 APOLOGIES**

There were no apologies.

### **20/223 APPROVAL OF THE MINUTES OF THE MEETING ON 30<sup>TH</sup> MARCH 2021**

There were no amendments and the Minutes were signed as a correct record.

### **20/224 MATTERS ARISING**

#### 1. 20/221

**Clerk** reported that the Flood Resilience Group had not met but it was planned to do so after the elections on the 6<sup>th</sup> May.

#### 2. 20/213(3)

**Dixon/Davis** had discussed laying the replacement artificial grass at the war memorial and a quotation of £120 for the grass had been obtained. There would be additional costs for pegs and timber.

**Davis** would undertake the work free of charge.

**Dixon** would discuss again with Barry and Eileen Northall who had kindly volunteered to pay for the work.

### **20/225 DECLARATION OF MEMBER'S INTERESTS**

1. **Wright** declared that his employer was the applicant for planning application RB2021/0673 and so he would be taking no part in any discussion or resolution when this was discussed.

### **20/226 URGENT ITEMS FOR LATER CONSIDERATION**

No urgent items were raised.

### **20/227 CLERK'S REPORT**

**Clerk** had submitted the claim for reimbursement of VAT for 2020/21 and the monies had been received at the bank.

There had been a slight delay concerning the Asset Register and in particular the valuations of

the village hall, sports pavilion and bowling clubhouse as at the 31 March. Stephen Hill, ex Parish Council Chairman and qualified surveyor/valuer had kindly offered to value the buildings free of charge. Once these valuations had been agreed the requisite documents would be submitted to the Internal Auditor and subsequently to the External Auditor.

He had displayed several election notices on behalf of the Borough Council.

2020/21 had been an exceptionally difficult year because of the Coronavirus Pandemic but despite this the Council had continued to function as normally as possible. Communication had been possible by telephone or email and meetings had been conducted remotely. The budgetary process had been completed and the first half year precept for 2021/22 had been received from the Borough Council. Bank balances were healthy and the funding was in place to allow planned works and activities to proceed subject to any further Government restrictions.

He thanked all Members for their help and support to enable him to carry out his duties and for all they had and continued to do for the village. They gave their time and efforts entirely free and voluntarily and without them the Parish Council could not provide the facilities in the village that it did.

## **20/228 FINANCIAL OFFICER'S REPORT**

### **Monies received**

1. HMRC – Repayment of 2020/21 VAT	3598.88
2. E-on – FiT Payment	227.86
3. RMBC – Half Year Precept	23970.00

### **Payments made since last meeting**

1. Aviva – Clerk's Pension	18.27
2. Green Pastures Pest Control – Pest Control at Allotments & Rec. Grd.	123.75
3. Robert Needham – Cleaning & Debris Removal	80.00
4. Richard Taylor – Keys for Recreation Ground	18.00
5. HMRC – April Tax/NI	189.68
6. Norman Wright – Paint and Materials for Sports Pavilion	95.07

### **Payments to be made**

1. J R Walker – April Salary & Expenses	797.71
---	--------

### **Un-presented cheques**

1. Business Stream – Allotment Water Bill	9.75
2. HMRC – April Tax/NI	189.68

### **Present bank statement balances**

Business Saver Account (Cheque Feeder)	Community Account (Cheque)
£63,254.37	£-94.07

*Total balance after all payments to date = £62,162.16*

## **20/229 CORRESPONDENCE**

E-mails had been received and forwarded to Members by the Clerk who had replied where appropriate.

1. Various Councillors – Meeting Minutes and Future Agenda
2. Voluntary Action Rotherham – Various Email Bulletins
3. Rural Action Yorkshire – Various Email Bulletins
4. RMBC – Various Weekly Planning Lists
5. RMBC – Various Licensing Applications

6. RMBC – Various Traffic Delay Reports
  7. RMBC – Notice of Alteration to Electoral Roll
  8. YLCA – Weekly Bulletins from The National Association of Local Councils
  9. YLCA – Various Clerk Vacancies
  10. YLCA – Various Chief Executive Bulletins
  11. YLCA – Various Training Events
  12. YLCA – White Rose Updates
  13. YLCA – Various Requests for Information
  14. YLCA – Various Newsletters
  15. Community First Yorkshire – Rural News and Funding Bulletin
  16. NALC – Weekly Newsletters
  17. Community First Yorkshire – Various News Updates
  18. SYPTE and Various Councillors – Various Bus Service Updates
  19. RMBC – Monthly Electoral Roll Update
  20. Chesterfield Canal Trust - Newsletter
  21. RMBC/YLCA/NALC – Various Coronavirus Updates
  22. Word Press – Various gov.uk Update
  23. Rural Services Network – Rural Bulletin
  24. Various Councillors – Meeting Minutes and Future Agenda
  25. YLCA – Annual Governance and Accountability Return
  26. YLCA – Future of Remote Meetings
  27. YLCA – Parish Elections 2021
  28. Hentons Chartered Accountants – Build Back Better Webinar
  29. YLCA – Remote Conference
  30. Brian White and Councillor Wright – FiT Readings
  31. HMRC – VAT Claim Confirmation
  32. Councillor Dixon – Election Posters
  33. Various Councillors – Electoral Roll Numbers and Election Form Submissions
  34. Councillors O’Sullivan and Wright – MUGA
  35. Councillor Wright – Works by Robert Needham
  36. Various Councillors – Revision of Asset Register
  37. Councillors Dixon and Wright – Concrete Ring at Children’s Playground
  38. Councillor Dixon – Graffiti at Recreation Ground
  39. Councillor Jeffrey – Pest Control
  40. YLCA – Managing Council Employees Webinar
  41. YLCA – CCTV Systems Webinar
  42. Councillor Dixon – Fun Day
  43. RMBC – Emergency Planning Template
  44. RMBC and Various Councillors – Telephone Calls from the RMBC Head of Legal Services
- Dixon** gave details of telephone calls to the Clerk from Ms Bal Nahal the Head of Legal Services, Finance and Customer Services at RMBC. What was said was factually entirely incorrect and the way in which she spoke was completely unacceptable and unprofessional. He had subsequently written an email to the Chief Executive at RMBC. The Chief Executive had replied and offered a full apology “ Having reviewed this situation it is clear that in this circumstance that contact was not necessary as the information was incorrect, and that if, contact had been required, it could have been handled in more collaborative manner. I apologise to Mr Walker and the Parish Council for the upset caused and can provide assurance that actions have been taken to ensure that information is correct so there can be no repeat of such an error”. Whilst the apology was accepted, he would be sending a further email to the Chief Executive reminding her of the actions the Parish Council took on behalf of the Borough Council for which it made no charge. He would compare this to the charge to be levied against the Parish Council

Commented [RW1]:

Commented [RW2R1]:

should it require written answers to simple questions concerning planning issues connected with the proposed siting of containers at the recreation ground, necessary to provide storage for sandbags and other materials to be used in the event of flooding at The Pastures.

**O'Sullivan** was equally concerned about the way in which the Borough Council failed to cooperate or engage with the Parish Council bearing in mind that both existed to serve the local community.

45. Rural Services Network – Rural Funding Digest
46. Councillor Carter – Late Nomination Paper
47. Alexander Stafford MP and Various Councillors – Graffiti, Vandalism, Anti-Social Behaviour and Adequacy of Policing
48. YLCA – Information following the Death of Prince Philip
49. Various Councillors and Stephen Hill – Valuation of Council Buildings
50. Various Councillors – Potential Hazard at Recreation Ground Children's Play Area
51. YLCA – Convening of a Lawful Meeting and Days of National Mourning
52. RMBC Display of Further Election Notices
53. Councillor Dixon – Covid Tests
54. Mrs. Glenda Thorpe – Broken Seat at Children's Playground
55. Ian Hawley and Councillor Jeffrey – Allotment
56. Mrs. Glenda Thorpe and Councillors Dixon and Wright – Broken Seat on Roundabout
57. RMBC – Uncontested Election
58. Councillors Dixon and Wright – Locksmith Invoice
59. Councillors Dixon and Wright – Interior Doors at Sports Pavilion
60. YLCA – Remote Conference
61. David Gregory and Various Councillors – Car Registration Numbers at Drive Throughs Petition
62. RMBC and Councillors Morley and Wright – Licensing Applications
63. RMBC – Precept Remittance Advice
64. Councillors Davis, Dixon and Wright – Incident at Children's Playground
65. YLCA – South Yorkshire Branch Chairman Nominations
66. Community First Yorkshire – Forming a Group Workshop
67. YLCA/Dunnington Parish Council and Councillors Jeffrey and Dixon – Allotment Information
68. Steve Land and Councillors O'Sullivan and Dixon – Section 137
69. Various Councillors – Local Policing
70. Councillor Carter – Payment Alternatives
71. Councillors Carter and Dixon – Double Yellow Lines at Kiveton Lane
72. YLCA - Independent Member of SY Police and Crime Panel
73. Calor Gas – Community Fund
74. Brian White – E-on FiT Readings
75. YLCA - Wildscapes Pond Creation
76. RMBC – UKCRF Bids
77. RMBC – Addition Election of Borough Councillors Notice
78. Councillor Dixon – War Memorial
79. Councillors Dixon and Wright – Paly Equipment at Recreation Ground
80. Hentons Chartered Accountants – Internal Audit
81. Councillor O'Sullivan – Invitation to Council Meeting

## **20/230 PLANNING APPLICATIONS**

### **1. RB2021/0673**

Single storey rear extension at 60 Kiveton Lane

**Resolved** not to object.

2. RB2021/0754

Application to remove condition 06 (containers to be removed from site) imposed by RB2018/1958 at West Side Farm Goosecarr Lane

**Resolved** not to object.

3. **Davis** asked whether anything further was known about the proposal to fill the old quarry at Kiveton Park.

**Dixon** understood that no decision had yet been made. The Parish Council had expressed its concerns about the potential number of HGV journeys through the village. Alexander Stafford MP had supported the objections raised by local parish councils and residents close to the application site.

4. **Carter** asked whether anything was known about works in the vicinity of Burkett House. **Davis** understood that this may be quarrying of stone to be followed by landscaping.

5. **O'Sullivan** had seen June Housley whilst out walking. She was concerned about problems associated with the erection of a summer house at a neighbouring property to hers. They had discussed the issue and he had re-iterated the challenges around the Parish Council's limited influence with RMBC Planning, suggested that it might be more of an environmental issue and above all that she might drop a note to have dialogue with the neighbour in the first instance. **Members** discussed the planning and environmental issues concerned but resolved that it was for RMBC to determine what action might be required.

#### **20/231 CHAIRMAN'S REPORT**

**Dixon** stated "that despite the severe restrictions of the Covid-19 Pandemic the Parish Council had navigated the year with a reasonable amount of success.

In terms of the virus, Todwick appeared to have done quite well with no noticeable outbreak as experienced by other areas in Rotherham.

In general terms, the local community had abided by the rules and endured the effects and restrictions imposed as part of the lockdowns. They have accepted our enforced closure of the recreation ground and sports facilities and throughout the period had supported the council's actions.

Unlike some other Parish Councils we had not failed to hold all our meetings and carried out the duties and functions of the Parish Council throughout this restricted period.

Unfortunately, it was necessary to cancel our annual Fun Day in June and the village bonfire in November. We did however, in conjunction with Vicky Camber our local vicar and her church wardens, hold Remembrance Sunday event with the Church Service being held in the open air within the church grounds. There was no parade down to the village war memorial, but the congregation did assemble there for the laying of the wreaths and the minutes silence was observed.

The chairman thanked the efforts of the members for their support during his first year as Chairman of the council and congratulated them on the achievements during this trying period:

Ian Newbold for his prolonged and persistent efforts to obtain additional litter bins,  
Paul O'Sullivan for his work on the new IT system and website and the work he was painstakingly undertaking to consult the community and prepare a revised Parish Plan.  
Rod Walker our clerk and financial officer for the work with the Chairman and other Parish Councils to obtain grants for storage facilities for the storage of sandbags to be used when flooding was threatened to properties on The Pastures.

John Jeffrey for the work he has undertaken in respect of the village allotments and with others the works undertaken in tidying up and making improvements to the Church grounds.  
 Norman Wright and his wife Sue for the excellent work they have done in cleaning the play equipment each day of the two playgrounds and the upkeep of the recreation ground.  
 Rebecca Carter for her efforts in conjunction with others to cheer up the village with the VE Day celebrations and Good Friday easter egg distribution and associated entertainment.”

**Dixon** also welcomed the two newest members to the Council, councillors Lucy Morley and Zak Davis and expressed thanks to:-

- David Gregory the past Chairman who retired from the council in December having served a total of twelve years five of which were in the capacity of Chairman.
- Margaret Clark. Margaret had acted as our internal auditor since 2002 and had recently retired has a result of her disabilities and being unable to continue with the task do to her worsening disabilities.
- The long serving and suffering Clerk and Financial Officer who had held his position for a total of over 37years. Rod has been a very committed servant of the Council and local community and supported a number of chairpersons and council members during his tenure. His knowledge and experience had been invaluable and he had kept everyone on the straight and narrow and focused on their duties and responsibilities.

Finally he gave thanks to the community of Todwick for their support during this unprecedented time and allowing councillors the honour to represent them on the Parish Council. He also thanked them for pulling together as a community and supporting those less able by doing shopping, collecting prescriptions and other tasks on their behalf.

*Dixon noted that no members of the public had chosen to join the meeting and therefore there would be no open session.*

## **20/232 COMMITTEE AND GROUP REPORTS**

### Allotments

**Jeffrey** reported that it had been a good year despite the Coronavirus restrictions :-

- All plots were let and all rents paid for the coming year.
- One plot had been given up.
- There were now seven on the waiting list for plots.
- A forum had been introduced allowing plot holders to communicate between themselves sharing gardening tips, acquisition of plants, etc.

### Church Yard

**Jeffrey** reported:-

- Approval had been received from the Church and a bench had now been sited at the wildflower garden at the top left-hand side of the Church Yard.
- A rockery had been built at the top right-hand side of the Church Yard.
- Funding had been received from the Church and a membrane covered with stone chippings was to be laid to cover the weeds at the back of the Church hall.
- The maintenance group continued to meet on the first Saturday of every month. Eight to ten people usually participated although more volunteers would be most welcome.

### Website

**O’Sullivan** continued to maintain this on behalf of the Council. There had been the odd issue changing to the new Microsoft system and he would investigate the instance of the emails from Stephen Hill appearing in the Junk folder of the Clerk and Councillor Dixon.

### Village Maintenance

1. **Newbold** had been able to finally secure the provision of three additional dog waste bins by RMBC. These were being well used but some were still depositing bags around bins rather than taking the trouble to lift the lid and place them inside. He had noted that the signs notifying the imposition of fines for depositing litter were very faded and did not show the present financial penalty correctly. He would prepare a list for the Clerk together with suggestions where additional notices should be placed.

**Clerk** would then request the erection of new signs.

2. **Davis** reported that the sign at the entrance to the children's playground was in poor condition and needed renewing.

**Wright** advised that this was in hand. A new sign was also to be erected at the entrance to the recreation ground.

### Recreation Ground

**Wright** reported:-

- The cricket square had been re-laid thanks to a grant obtained by the Cricket Club. Todwick and Aston Hall teams had begun their seasons.
- The bowling green was looking well due to not being used during lockdown and games had begun.
- Three football teams were now playing matches and a carpenter who belonged to the Thurcroft team had very kindly re-fitted doors swollen during the ingress of water at the pavilion. Two doors were so badly affected that they were having to be replaced. Repainting was now under way.
- Adam Butcher and two girls had renovated and repainted the tower at the children's play area and removed graffiti from equipment.
- The recent problems with vandalism and graffiti emphasized the need for CCTV to be installed as soon as possible.
- A shutter had been torn from a window on the sports pavilion by vandals but fortunately this had been recovered by some of the footballers who were to re-fix it.
- One of the seats had been torn off at the children's play area and this would have to be replaced.

**Dixon** had met with Adam Butcher and representatives of three companies who were to quote for updating the play equipment. This would involve replacing the climbing frame and the basketball area. Consideration was being given to the provision of a skate park and a youth shelter. The electrician had repaired the water heater at the sports pavilion free of charge.

**Wright** would let the Clerk have Adam Butcher's contact details so a formal expression of thanks could be made to him and the girls. He would also be invited to the Council's annual meeting.

### **20/233 VILLAGE MAINTENANCE**

There were no further comments.

### **20/234 TRAFFIC AND TRANSPORTATION MATTERS**

1. **Dixon** had spoken with Stephen Marshall about speeding vehicles on the A57 and had that day met with residents on The Grange Estate to discuss their problems with entering the A57 from their properties, poor signage, speeding and accidents at the roundabout. He had agreed to ask South Yorkshire Police to conduct a further speed check.

**Carter** had personal experience of similar problem entering or leaving their property off the A57. She had kept a log of the dates and times of accidents and some photographs showing air ambulances landing, etc. She would let Councillor Dixon have copies.

**Dixon** reminded Members that pursuing a claim for a reduction in speed limits required the support of local RMBC Councillors. As with other things this had been sadly lacking from the Wales Ward Councillors but Todwick would be part of the Aston Ward following the May elections and it was hoped the councillors for the ward might be more supportive.

#### **20/235 NEIGHBOURHOOD WATCH**

No further information had been received since the March meeting.

#### Monthly Categories

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Burglary		1											1
Criminal Damage and Arson	1												1
Other Theft													
Theft from a Person													
Vehicle Crime		1											1
Public Order	1												1
Violence and Sexual	1	3											4
Other Crime													
Drugs		1											1
Possession of Weapons													
Bicycle Theft													
Robbery													
Anti-social Behaviour	2	1											3
Total	5	7											12

#### **20/236 EVENTS**

**Carter** had met with councillor Morley and others and presented proposals for the fun day to include an evening concert/entertainment on the 17 July.

**Members** discussed details and agreed:-

- The event would be funded by the Parish Council and arranged by a combination of Members of the Council and others.
- All ages would be welcome at both the fun day and the evening entertainment but alcohol would only be served to over 18's and all must have tickets.
- The entrance fee would likely be between £7.50 and £10.00/ head to be firmed up when accurate costings were available
- The event would be strictly limited to a maximum attendance of 500.

#### **20/237 WEB SITE**

There was nothing further to report.

#### **20/238 PARISH PLAN**

**O'Sullivan** would again send out the link and he asked that Members comment on the draft questionnaire he had prepared. The finalized version of the questionnaire would be made available both in paper and electronic form and would be released to the public on the coming weekend or shortly afterwards.

#### **20/239 EMERGENCY PLAN**

**Dixon** had received a copy of the Borough Council's Emergency Plan Form which he would use to as the basis of his revisions.

**20/240 URGENT ITEMS**

There were no urgent items.

Two council meetings would be held in May.

They would be held in person at 7.00 p.m. in the village hall rather than remotely as this would no longer be permissible.

The first meeting would be the annual meeting on the 18<sup>th</sup> to elect a Chairman and Vice-chairman, agree the formation of committees and representation on any external bodies plus any urgent items.

The second meeting would be held on the 25<sup>th</sup> covering the matters routinely included at council meetings together with any urgent items.

The press and public were invited to attend both these meetings and agendas would be available on the Parish Council Website [www.todwick-pc.gov.uk](http://www.todwick-pc.gov.uk)

The meeting closed at 9.53 p.m.

..... Chairman

..... Date